



**CVI BERN**  
**SWITZERLAND**

INTERNATIONAL Vaulting Competition  
CVI3\* / CVI2\* / CVIJ2\* / CVIJ1\*

Bern, June 8<sup>th</sup> - 11<sup>th</sup> 2017

# CHECKLIST FOR FEI APPROVED SCHEDULE VAULTING 2017



## I. DENOMINATION OF THE EVENT

Venue : **Bern**  
Dates : 8<sup>th</sup> - 11<sup>th</sup> June 2017      NF: SUI  
Indoor:       Outdoor:

### EVENT CATEGORIES:

CVIO4*	<input type="checkbox"/>	CVIJ2*	<input checked="" type="checkbox"/>
CVI3*	<input checked="" type="checkbox"/>	CVIJ1*	<input checked="" type="checkbox"/>
CVI2*	<input checked="" type="checkbox"/>	CVICh2*	<input type="checkbox"/>
CVI1*	<input type="checkbox"/>	CVICh1*	<input type="checkbox"/>
CVI-W	<input type="checkbox"/>		
CVI-Masterclass	<input type="checkbox"/>		
<b>Championships:</b>			
CH-M-V Senior	<input type="checkbox"/>		
CH-EU-V Senior	<input type="checkbox"/>		
CH-M-V Junior	<input type="checkbox"/>		
CH-EU-V Junior	<input type="checkbox"/>		

## II. GENERAL CONDITIONS

- FEI Statutes, 23<sup>rd</sup> edition, effective 29 April 2014
- FEI General Regulations, 23<sup>rd</sup> edition, effective 1<sup>st</sup> January 2009, updates effective 1<sup>st</sup> January 2017
- FEI Veterinary Regulations, 13<sup>th</sup> edition 2014, updates effective 1<sup>st</sup> January 2016, update effective 1<sup>st</sup> January 2017
- **The FEI Vaulting Rules , 9th edition, effective 1st January 2017**
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 2<sup>nd</sup> Edition, effective 1<sup>st</sup> January 2016
- 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.

\*\*\*\*\*

**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 20.04.2017, Updated on 02.06.2017

Signature:

Bettina de Rham  
FEI Director Vaulting

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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, 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/>

# CHECKLIST FOR FEI APPROVED SCHEDULE VAULTING 2017



## IV. GENERAL INFORMATION

### 7. ORGANISER

Name: Ig global net GmbH  
Address: Akazienweg 3, 3072 Ostermundigen  
Telephone: 0041 79 793 49 78  
Fax:  
Email: info@cvi-switzerland.ch  
Website: www.cvi-switzerland.ch

#### Contact Details Show Ground:

Address: Mingerstrasse 3, 3014 Bern

Telephone: 0041 31 336 13 13

GPS Coordinates: 46°57'27.2"N 7°27'47.5"E

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

Arrival by car: Drive direction Bern Expo and follow the signposts.

Arrival by train: Take the train to Bern Main Station and take the streetcar Nr. 9 direction Bern Wankdorf, get out at the Station Guisanplatz Expo.

Arrival by Plane: Airport Bern-Belp / Zürich / Basel.



## **8. ORGANISING COMMITTEE**

Honorary President: Dr. Urs Oberholzer  
President of the Event: Gabie Laffer  
Show Secretary: Alana Sohm  
Press Officer:

## **9. EVENT DIRECTOR**

Name: Gabie Laffer  
Address: Akazienweg 3, 3072 Ostermundigen  
Telephone:  
Mobile: 0041 79 793 49 78  
Fax:  
Email: [gala@cvi-switzerland.ch](mailto:gala@cvi-switzerland.ch)

# CHECKLIST FOR FEI APPROVED SCHEDULE VAULTING 2017



## V. OFFICIALS (refer to Memo on following pages)

<b>Event ID: 2017_CI_0361</b> <b>The Event code can be found in the FEI Database under the Event details in any category on the top right corner.</b> <b>In case there are several categories and officials are not the same, please complete an additional chart per category.</b>								
Ref.	Panel	Competition	Function	FEI ID	Name	NF	Level	Email/mobile *compulsory
1	Ground Jury		Ground Jury President	10052801	Anna Kull	SUI	4*	anna.kull@gmx.ch
			Ground Jury Member	10066826	Krisztina Bence	HUN	3*	
			Ground Jury Member	10143348	Sammy Collins	SUI	2*	
			Ground Jury Member	10050215	Frank Spadinger	AUT	4*	
			Ground Jury Member	10049868	Dietmar Otto	GER	4*	
			Ground Jury Member	10050130	Jochen Schilffarth	GER	4*	
2	Foreign Judge		Foreign Judge	10055349	Rob de Bruin	NED	4*	robdebruin@mail.com
3	Technical Delegate		Technical Delegate					
4	Appeal Committee		Appeal Committee President	10049300	Jürg Bigler	SUI		
			Appeal Committee Member					
			Appeal Committee Member					
5	Chief Steward		Chief Steward	10064216	Michael Schreiber	AUT	3*	michael_schreiber84@gmx.at
6	Assistant Stewards		Assistant Steward	10103971	Kiss András	HUN	2*	
			Assistant Steward					
			Assistant Steward					
			Assistant Steward					
7	FEI Veterinary Delegate		FEI Veterinary Delegate	10081348	Victoria Unt	SUI		
8	Veterinary Service Manager (VSM) Treating Veterinarian (VR Art 1010)		Veterinary Service Manager	10030198	Seline Looser	SUI		s_looser166@hotmail.com 0041 78 815 29 75
			FEI Permitted Treating Veterinarian	10090282	Ryhner Thea	SUI		tryhner@gmx.ch 0041 76 331 53 11
9	Medical Doctor <sup>9</sup>				Salem Spital Dr. med. Balz Aklin			balz.aklin@hin.ch 0041 31 337 60 00
10	Farrier		Nationales Pferdezentrum Bern		Dominic Falk			0041 79 793 18 51
11	NF Delegate		NF Delegate (if applicable)					

# CHECKLIST FOR FEI APPROVED SCHEDULE VAULTING 2017



## VI. INVITATIONS

### 1. GENERAL

#### CVIs/CVIO and Championships – Article 701.9

NFs invited (mandatory for CVI3*/CVIO4* and Regional Championships)	<b>ALL</b>
Number of Attendants per NF	<b>1 chef d'équipe</b>
Number of Grooms per NF	<b>1 per horse</b>
<b>Number of athletes per NF</b>	
<b>Individual</b>	
- Individual Female – Senior	<b>CVI3*: 3, CVI2*: 3</b>
- Individual Female – Junior	<b>CVIJ2*: 3, CVIJ1*: 3</b>
- Individual Female - Children	-
- Individual Male – Senior	<b>CVI3*: 3, CVI2*: 3</b>
- Individual Male – Junior	<b>CVIJ2*: 3, CVIJ1*: 3</b>
- Individual Male - Children	-
<b>Squad</b>	
- Squad Senior	<b>CVI3*: 3</b>
- Squad Junior	<b>CVIJ2*: 3</b>
<b>Pas-de-Deux</b>	
- Pas-de-Deux Senior	<b>CVI3*: 3, CVI2*: 3</b>
- Pas-de-Deux Junior	<b>CVIJ2*: 3, CVIJ1*: 3</b>

#### **Athletes are invited by the Organiser through their National Federation**

##### **Entries**

Entries for the competition are **only possible online!**

[www.entry.cvi-switzerland.ch](http://www.entry.cvi-switzerland.ch)

The OC will send an E-Mail to each National Federation containing login credentials and a detailed guide for the online entry system. In case your NF does not get an E-Mail by the 5<sup>th</sup> of May 2017, or you need help with the entry system, please contact Alana Sohm at [entries@cvi-switzerland.ch](mailto:entries@cvi-switzerland.ch) (Login is only provided for National Federations).

We would appreciate if any NF, which plans to send athletes, would declare their interest by E-Mail ([entries@cvi-switzerland.ch](mailto:entries@cvi-switzerland.ch)) before the 1<sup>st</sup> of May 2017, if possible with an estimated number of competitors/horses for every category.

##### **Music**

- Go to <http://www.thinkfitt.eu/vaulting>
- Login (or register if you don't have an account yet)
- Upload your music (MP3, max 10 MB/file)
- That's all

**Please upload your Music prior to the 1<sup>st</sup> of June.**

The OC reserves the right to personally invite additional Squads, Individuals and/or Pas-de-Deux and/or grant additional slots upon request. The OC reserves the right to limit the number of competitors for each nation, after receipt of the definitive entries. Order of priority: CVI3\*, CVIJ2\*, CVI2\* and CVIJ1\*.



## VII. ENTRIES

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

Athletes wishing to compete in an International Event must be provided with a confirmation signed by their NF. (Athletes must be entered for International competitions by their NF). Organising Committees may not accept any other entries.

**IMPORTANT - Entry forms must include the following information on:**

**Horse:** • name • date of birth • breed • country of birth • stud-book initials  
• (FEI) Passport number/FEI ID • colour • sex • name(s) of owner(s)

**Athlete:** • name • gender • date of birth • FEI ID number

### 1. ENTRY DATES AND ENTRY FEES

#### Deadlines for Entries

Entries have to be in accordance with article 707 of the FEI Vaulting Rules, 9th edition, updates effective 1st January 2017.

#### Deadlines for Entries:

<b>Declaration of Interest:</b> Please let us kindly know your interest to send athletes until the 1 <sup>st</sup> of May	1 <sup>st</sup> May
<b>Definite entries:</b>	4 <sup>th</sup> June
<b>Last date for substitutions:</b> (one hour prior the Horse Inspection)	8 <sup>th</sup> June

Entry fee per Individual vaulter:	55 EUR
Entry fee per Pas-de-Deux:	80 EUR
Entry fee per Squad :	120 EUR
Stabling fee per horse:	155 EUR Tack Box: 75 EUR (upon availability)
Details entry procedure fee / Payment:	Cash, Credit Card, Bank Transfer
If you wish to pay your Entry Fees in advance by bank transfer please mention this with the entries and we will send you an invoice. We accept payments in Cash (Euro or Swiss Franks at the daily Exchange rate) and accept all major credit cards (VISA, MasterCard, American Express).	

### 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:**

In case of late withdrawals (after definitive entries) or no-shows invoices will be sent at the address of the NF to reimburse the actual financial loss.

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

All additional 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.

EADCMP Fee:                      Included in entry fee       Not included in 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 CIMs)

Electricity (upon request):      60 EUR (whole Event)  
Manure disposal                      20 EUR  
Hay    10 EUR  
Straw    10 EUR  
Shavings                                        12 EUR  
Customs clearance                      see Appendix I

Lorry/Caravan:

Power supply:      provided by the OC       Not provided by the OC       Price: 60 EUR  
Water supply:      provided by the OC       Not provided by the OC       Price: included  
Sanitary facilities: provided by the OC       Not provided by the OC       Price:  
Catering facilities: provided by the OC       Not provided by the OC       Price:

**All aforementioned amounts are including VAT**

VAT number of the Organiser	-
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### VIII. TIMETABLE (to be provided per category/level if multiple events)

	Day	Date	Time
• Opening of stables	Wednesday	7 <sup>th</sup> June	17:00
• 1 <sup>st</sup> 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	8 <sup>th</sup> June	16:00
• Chef d'Equipes Meeting (CVIO & Championships)	Thursday	8 <sup>th</sup> June	18:30

### TYPE OF COMPETITIONS

Please specify the types of competitions schedule:

- Squad Competitions
- Individual Competitions
- Pas-de-Deux Competitions

### IX. COMPETITION DETAIL

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

#### CVI3\*

Individual: Format A (Compulsory, Tech Test, Free Test)

Pas-de-Deux: Will be held in two rounds both consisting of a Free Test.

Squad: Will be held in two rounds. In the 2<sup>nd</sup> round the 75% best placed Squads of the 1<sup>st</sup> round may start.

#### CVI2\*

Individual: Will be held in two rounds. In the 2<sup>nd</sup> round the 50% best placed vaulters of the 1<sup>st</sup> round may start.

Pas-de-Deux: Will be held in two rounds both consisting of a Free Test.

#### CVIJ2\*

Individual: Will be held in two rounds. In the 2<sup>nd</sup> round the 50% best placed vaulters of the 1<sup>st</sup> round may start.

Pas-de-Deux: Will be held in two rounds both consisting of a Free Test.

Squad: Will be held in two rounds. In the 2<sup>nd</sup> round the 75% best placed Squads of the 1<sup>st</sup> round may start.

#### CVIJ1\*

Individual: Will be held in one round (Compulsory & Freestyle).

Pas-de-Deux: Will be held in one round (Compulsory & Freestyle).

**Note: The definite number of finalists might be changed, depending on the number of definitive entries and will be announced during the Chef's d'Equipe meeting. The starting order of the 2<sup>nd</sup> round will be drawn in groups (FEI Vaulting Rules Art 708 3.2.1).**

## Preliminary Timetable

### Thursday 8<sup>th</sup> June 2017

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Horse Inspection	16:00
Chef d'Equipe Meeting	18:30

### Friday 9<sup>th</sup> June 2017

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Ind. Junior 1* Compulsory	09:15
Ind. Senior 2* Compulsory 1 <sup>st</sup> Round	09:55
Ind. Junior 2* Compulsory 1 <sup>st</sup> Round	10:40
Pas-de-Deux Junior 1* Compulsory 1 <sup>st</sup> Round	13:30
Pas-de-Deux Junior 2* Freestyle 1 <sup>st</sup> Round	13:50
Ind. Senior 3* Compulsory 1 <sup>st</sup> Round	14:30
Squad Junior 2* Compulsory 1 <sup>st</sup> Round	16:10
Squad Senior 3* Compulsory 1 <sup>st</sup> Round	17:10
Ind. Senior 2* Freestyle 1 <sup>st</sup> Round	18:20

### Saturday 10<sup>th</sup> June 2017

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Ind. Junior 1* Freestyle	09:30
Ind. Junior 2* Freestyle 1 <sup>st</sup> Round	10:05
Ind. Senior 2* Freestyle 2 <sup>nd</sup> Round	11:45
Ind. Senior 3* Technical Test 1 <sup>st</sup> Round	13:45
Squad Junior 2* Freestyle 1 <sup>st</sup> Round	15:00
Pas-de-Deux Junior 1* Freestyle 1 <sup>st</sup> Round	15:50
Pas-de-Deux Junior 2* Freestyle 2 <sup>nd</sup> Round	16:10
<b>Prize giving ceremony (CVI2* Ind. / CVIJ1/2* PdD / CVIJ1* Ind.)</b>	17:15
Pas-de-Deux Senior 2/3* Freestyle 1 <sup>st</sup> Round	18:20
Squad Senior 3* Freestyle 1 <sup>st</sup> Round	19:00

### Sunday 11<sup>th</sup> June 2017

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Ind. Junior 2* Compulsory 2 <sup>nd</sup> Round	08:30
Pas-de-Deux Senior 2/3* Freestyle 2 <sup>nd</sup> Round	09:45
Squad Junior 2* Freestyle 2 <sup>nd</sup> Round	10:30
Ind. Junior 2* Freestyle 2 <sup>nd</sup> Round	11:25
Ind. Senior 3* Freestyle 1 <sup>st</sup> Round (Female)	13:30
Ind. Senior 3* Freestyle 1 <sup>st</sup> Round (Male)	14:30
Squad Senior 3* Freestyle 2 <sup>nd</sup> Round	15:15
<b>Prize giving ceremony (CVI3* / CVIJ2* Squad &amp; Ind / CVI2* PdD)</b>	17:00

**Applicable government tax to be deducted from Prize Money (see also p. 25):** %

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

Leading athlete award –	(Prize description and value)
Best foreign athlete -	(Prize description and value)
Best home athlete –	(Prize description and value)
Team awards –	(Prize description and value)

### **PRIZE - CLASSIFICATION**

## **X. FACILITIES OFFERED**

### **1. ATHLETES & GROOMS**

#### **Hotels**

ibis / ibis Budget / Novotel

Address: am Guisanplatz 2-4

Telephone: 0041 31 339 07 77 (during office hours)

E-Mail: [h5009@accor.com](mailto:h5009@accor.com)

**Please book via telephone or email only and mention the booking code CVIBern2017 as there is a limited amount of rooms reserved for competitors of the CVI Bern – the hotel will appear to have no vacancy when trying to book online.**

#### **Zivilschutzanlage / Civil protection shelter**

There is a civil protection shelter where you can stay in shared rooms. You will be accommodated in **the more modern and quiet civil protection shelter** at the PostFinance Arena (10 minutes at foot).

Cost: 30 EUR per night including breakfast (5 EUR). Requests for accommodation have to be sent with the entries or booked [online on our website](#) not later than the date of the definitive entries (22.05.2017).

Address: Postfinance Arena Bern, Mingerstrasse 14, 3014 Bern

E-Mail: [accommodation@cvi-switzerland.ch](mailto:accommodation@cvi-switzerland.ch)

**All accommodations listed above include a ticket for free public transportation within the city of Bern during the whole stay**

#### **Rooms at the Venue**

There are a limited number of beds in shared rooms at the venue (no bedding provided, please bring your own). The price per night is 36 EUR, including breakfast (5 EUR). Reservations can be made via E-Mail ([accommodation@cvi-switzerland.ch](mailto:accommodation@cvi-switzerland.ch)).

At the expense of: The Organiser  or Athletes x

Accommodated (bed and breakfast) from 7<sup>th</sup> June to 11<sup>th</sup> June

### **Meals**

At the expense of: The Organiser  or Athletes x  
Meals provided from 8<sup>th</sup> to 11<sup>th</sup> June at the venue

**There will be a Barbecue (4 varieties of salad, meat and a dessert) on Friday 9<sup>th</sup> June at 7pm. Price: 15 EUR per person. Please register yourself with the entries or at the show office not later than 8<sup>th</sup> June 16:00.**

**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 CONDITIONS**

### **1. DRAW**

Time, date and location: Meeting Room, 8<sup>th</sup> June 18:30

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

Dimensions: 22.5 x 80m

Type of Footing : Sand

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

Dimensions: 22.5 x 100m (Indoor)

Type of Footing : Wood Chips

Dimensions: 25 x 90m (Outdoor)

Type of Footing : Sand

### **4. STABLES**

Size of boxes 3 m x 3 m

(minimum 3m x 3m+20% 3m x 4m)

### **5. SCORING PROVIDER**

Name of the Company: Volunteer  
Name contact person: Sammy Collins  
Contact email: sammy@collins.ch

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(s) of the winning horse(s)/pony(ies) is/are 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 all competitors.

**7. ADVERTISING ON ATHLETES AND HORSES**

Authorised  Not authorised

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

**8. TICKETING**

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

Name of your ticketing provider:

Web address to buy ticket : only at the Competition

**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 SHOW GROUNDS**

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:

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

**Entry right to the stable area according to FEI Veterinary Regulations  
Art. 1023 VI.**

NUMBER OF ACCREDITED PERSONS:

Athlete: 1

Partner:

Groom: 1 per horse

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

Entry rights to the showground: Individuals: 1 vaulter, 1 lunger Squads: 7 vaulters, 1 lunger Pas-de-Deux: 2 vaulters, 1 lunger 1 groom per horse 1 chef d'equipe per nation
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**14. LORRY / CARAVAN FACILITIES**

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

For competitors it is allowed to stay at the showground in a lorry, caravan or camper.

## 15. 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: N&P Verzollungen GmbH  
Address: Grenzübergang Basel-Weil-Autobahn  
  
Telephone: +49 7621 770 239  
Fax: +49 7621 570 97 77  
Email: info@npv-zoll.ch  
Opening hours: 07:30 - 18:00

**There are special requirements for the customs clearance of the horses entering Switzerland for the CVI Bern. See Appendix I on page 21**

### 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:

### 4. PONIES

FEI Veterinary Regulations, Chapter IV: For all Pony Events, Ponies must be available for Pony Measurement if requested by the FEI.



## 5. INJURY SURVEILLANCE

FEI Veterinary Regulations, articles 1036, 1039 and 1040:

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 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, 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 II of the 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 1028

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
Primary Course	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 1032**

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 Article 1033, Table 2**

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 Article 1034**

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 VI**

### **8.1. SAMPLING. FEI VETERINARY REGULATIONS ARTICLES 1057 AND 1058**

All horses competing at FEI Events may be subject to sampling for the presence of FEI Equine Prohibited Substances in accordance with the FEI Equine 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 Chapter VI, paragraph 3 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 ARTICLE 1056**

Elective Testing may be carried out prior to an Event to check for the presence of prohibited

substances. Please refer to <http://inside.fei.org/fei/regulations/veterinary> 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. 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.

##### **1.2. ATHLETES AND OWNERS**

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

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

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

### 1.2.2 Additional Liability Information

Square for OC to include reference to National Laws when necessary

### 1.2.3 Horse Insurance

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

## 2 PROTESTS/APPEALS

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

Protest and appeal forms are available on the FEI website.

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

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

## 3 DISPUTES

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

## 4 MODIFICATION TO SCHEDULE

In exceptional circumstances, together with the approval of 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.

## 5 ADDITIONAL INFORMATION FROM THE ORGANISER

Square to OC to include any additional information, such as but not limited:

- Dogs are allowed at the showground on a lead. Dogs are not allowed in the competition arena.
- Health certificates for the travel back home (if needed) are available at the cost of the athlete. Please mention on your entry form if you need a health certificate.

### Age of Athletes and Horses according to the Event's Category Article 702 & 717:

Senior Classes	Minimum Age for Vaulters
Individual Competition	From 16

Pas-de-Deux Competition	From 16
Squad Competition	No limit
<b>Junior Classes</b>	<b>Minimum Age for Vaulters</b>
Individual Competition	14 - 18
Pas-de-Deux Competition	14 - 18
Squad Competition	Until 18
<b>Children Classes</b>	<b>Minimum Age for Vaulters</b>
Individual Competition	12 - 14

<b>Horses</b>	<b>Minimum Age</b>
All Classes	7 years old or over

## 6. PRIZE MONEY DISTRIBUTION (See Art. 127, 128)

### **IMPORTANT**

**The total amount of prize money shown for each Competition in the schedule must be distributed. (FEI General Regulations articles 127, 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 should be outlined in the schedule. This includes government taxes. If it is necessary for OCs to deduct such taxes, they should provide participants with an official form indicating the amount of tax deducted upon application.

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

## **APPENDIX I**

Dear Competitors and Chefs d'Equipe

We are looking forward to welcoming you at the CVI Bern 2017 in Switzerland. We kindly ask you to take note of the following information regarding customs clearance for horses travelling to Switzerland. As Switzerland is not a member of the European Union, the import of horses normally causes customs duties and payment of value added tax. As horses participating in competitions usually leave the country again after a few days it is sufficient to have someone who would pay these fees, if the horses remained in Switzerland longer than 3 months (we are sure they will love it here, but we strongly assume that this is not the case).

We can offer you the following two solutions:

- A. Together with our customs agent N&P Verzollungen GmbH, we can issue an official document called "Carte Blanche" or "Freipass" which allow you to cross the border. As most competitors will leave the country Sunday night (when border crossing points

normally only accept Carnet ATA's as described in paragraph B) you **must use** the border crossing point **Basel Weil am Rhein, Autobahnzoll** to benefit from this special arrangement:

Within this arrangement the Swiss authorities raise a fee for customs clearance of 60 EUR per trailer/truck, regardless of the number of horses inside. These costs can be reduced if you drive in a convoy of two or more trucks/trailers. If you both **enter and leave** the border at the same time, the whole convoy will count as one truck/trailer and the costs will be divided by the number of parties participating in the convoy. The convoy can contain horses from different nations.

Example: if you cross the border in a convoy of three trucks/trailers the costs decrease to 20 EUR per truck/trailer. The costs for this arrangement will be directly billed by us and can be paid with the entry fee at the show office. Please note that no fee will be charged by us, if you use a Carnet ATA as described in paragraph B.

All competitors who want to benefit from the offered customs clearance service described in this paragraph should contact us by email not later than the **1<sup>st</sup> of May 2017** and must send passport copies of their horses and licence plate numbers of their cars/trailers/horse trucks by the date of the definitive entries (**22<sup>nd</sup> of May 2017**).

- B. Carnet ATA: The Carnet ATA is an international document issued by the chamber of commerce of your home nation. All major highway border-crossing points process **Carnet ATA's 24 hours a day and 7 days a week without charging you any fee.** To be 100% sure you can check the opening hours of your desired border crossing point here: <http://www.ezv.admin.ch/dienstleistungen/04051/index.html?lang=en>

You need to open up your Carnet ATA in advance at your chamber of commerce. The cost they will charge you to issue a Carnet ATA will vary from country to country. You can find the contact information of your national chamber of commerce following the link below and they will guide you through the required steps:  
<http://www.eurochambres.be/content/default.asp?PageID=1&DocID=1937>

For any additional information or questions please do not hesitate to contact:

Simone Jäiser  
[customs@cvi-switzerland.ch](mailto:customs@cvi-switzerland.ch)  
0041 76 305 57 84

## XV. ANNEXES

### 1. RESULTS

In order to proceed with the results publication and for qualification purposes the FEI requires results to be sent in immediately after the conclusion of the event.

Results are to be sent by e-mail to [Laetitia.Gillieron@fei.org](mailto:Laetitia.Gillieron@fei.org) in the proper Excel file immediately after the event. The file can be downloaded using the following link:

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

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

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.

**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**