



## **I. DENOMINATION OF THE EVENT**

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**Venue:** Luhmühlen - LONGINES Luhmühlen Horse Trials

**NF:** GER

**Date:** 12/06/2024 to 16/06/2024

**Event Categories:**

CCI5\*-L

CCI4\*-S

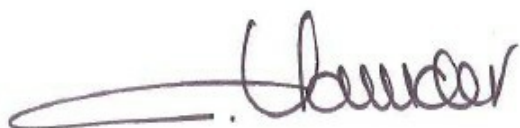
## **II. GENERAL CONDITIONS**

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- FEI Statutes, 24th edition, effective 21st November 2023
- FEI General Regulations, 24th edition, 1st January 2020, updates effective 1st January 2024
- FEI Veterinary Regulations, 15th edition, effective 1st January 2023, updates effective 1st January 2024
- FEI Eventing Rules and its Annexes, 26th edition, effective 1st January 2023, updates effective 1st January 2024
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 3rd Edition, effective 1st January 2021, updates effective 1st January 2023
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2021 WADA Code, effective 1st January 2021, updates effective 1 January 2023
- 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 04 March 2024 (V1)



Catrin Norinder  
FEI Director Eventing and Olympic

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

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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: <https://inside.fei.org/fei/regulations/general-rules>.

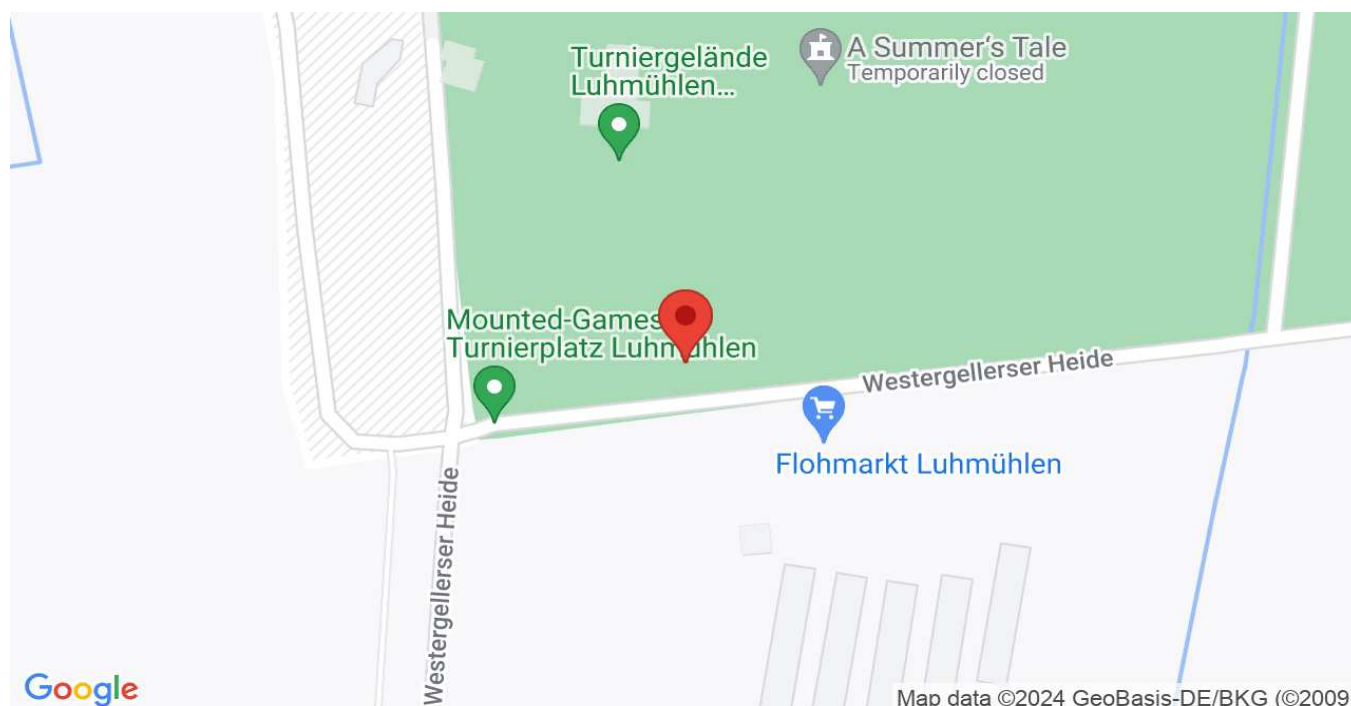
## IV. GENERAL INFORMATION

### 1. ORGANISER

**Name:** TGL Turniergesellschaft Luhmühlen mbH  
**Address:** Bruchweg 3  
D-21376 Salzhausen Germany  
**Phone:** +49 4172 96 17 64  
**Fax:** +49 4172 96 17 66  
**Email:** Luhmuehlen@t-online.de  
**Website:** www.luhmuehlen.de

### Showground contact details

**Venue name:** Luhmühlen  
**Address:** Westergellerser Heide  
21394 Westergellersen Germany  
**Phone:**  
**GPS Coordinates:** Lat: 53.23240, Long: 10.20625



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

Arrival by road: highway A7  
Arrival by train: railway station Hamburg-Harburg or Lüneburg  
Arrival by plane: airport Hamburg

## **2. ORGANISING COMMITTEE**

**Show Secretary**                      Susanne ASENDORF

**President of the Event**            Julia OTTO

**Press Officer**                        Dr. Friederike STÜVEL

## **3. EVENT DIRECTOR(S)**

**Name:**    Julia OTTO

## **4. STABLE MANAGER(S)**

**Name:**    Svenja WIND

## V. OFFICIALS

Please note that the schedule has been approved under the provision that all appointed Officials have successfully passed the online FEI Competency Evaluation Test.

At least one Permitted Treating Vet must be appointed for every 200 horses at the venue (Veterinary regulations, art. 1007).

Assignment	Name / FEI ID	NF	Function	Events
1. Ground Jury				
CCI5*-L				
Ground Jury President	Anne-Mette BINDER 10051258	DEN	Judge (4)	
Ground Jury Member	Sandy PHILLIPS 10003399	GBR	Judge (4)	
Ground Jury Member	Joachim DIMMEK 10053687	GER	Judge (3)	
Jumping Judge	All jury members			
CCI4*-S				
Ground Jury President	Xavier LE SAUCE 10102470	FRA	Judge (4)	
Ground Jury Member	Edith SCHLESS-STÖRTENBECKER 10004029	GER	Judge (3)	
Jumping Judge	All jury members			
2. Technical Delegate				
Technical Delegate	Mathias OTTO-ERLEY 10052716	GER	Technical delegate (4)	All Events
Assistant Technical Delegate	Rob JANSSEN 10098714	NED	Technical delegate (2)	All Events
3. Course Designer				
Cross Country Course Designer	Michael ETHERINGTON-SMITH 10053756	GBR	Course designer (4)	All Events
Jumping Course Designer	Marco BEHRENS 10093337	GER	Course designer (3)	All Events
Cross Country Assistant Course Designer	David EVANS 10057255	GBR	Course designer (3)	All Events
Course Builder	David EVANS 10193007			All Events
4. Chief Steward				
Chief Steward	György BÁZÁR 10073097	HUN	Steward (4)	All Events
Assistant Chief Steward	Dietlind HAMPEL 10082572	GER	Steward (4)	All Events
5. Assistant Stewards				



Assignment	Name / FEI ID	NF	Function	Events
Assistant Steward	<b>Iris SCHLESS</b> 10120984	GER	Steward (3)	All Events
Assistant Steward	<b>Nathaly FULDA</b> 10051916	GER	Steward (3)	All Events
Assistant Steward	<b>Sigrid SOLLBOEHMER</b> 10104136	GER	Steward (3)	All Events
<b>6. FEI Veterinary Delegate</b>				
Veterinary Delegate	<b>Juergen MARTENS</b> 10049508	GER	Official Veterinarian (4)	All Events
<b>7. Veterinary Service Manager &amp; Treating Veterinarian</b>				
Veterinary Service Manager (VSM)	<b>Wolfgang ASENDORF</b> 10050626	GER	Official Veterinarian (3)	All Events
Treating Veterinarian	<b>Klaus-Peter NEUBERG</b> 10098090	GER	FEI Permitted Treating Veterinarian	All Events
Treating Veterinarian	<b>Wolfgang ASENDORF</b> 10050626	GER	FEI Permitted Treating Veterinarian	All Events
<b>8. Chief Medical Officer &amp; Medical Services</b>				
Chief Medical Officer	<b>Dr. Annette LOREY-TEWES</b> 10229716 Phone: <b>0049417188900</b>			All Events
Medical Services	<b>DRK Winsen/Luhe</b> 30000018		Corporation	All Events
<b>9. Farrier</b>				
Farrier	<b>Stefan Diepold Hufbeschlag</b> 30000014 Phone: <b>+49 15255976150</b>	GER	Corporation	All Events
<b>10. NF Delegate</b>				
NF Delegate	<b>Mathias OTTO-ERLEY</b> 10052716	GER		All Events

VI. INVITATIONS

1. GENERAL

Invited NFs	Unlimited Approx 12 NFs will be invited
Number of athletes from the host nation	Unlimited CCI5*: approx 15 / CCI4*: approx. 25
Number of athletes per NF	Unlimited CCI5*: unlimited / CCI4*: on invitation
Maximum number of horses per athlete	3 CCI5*: 3 / CCI4*: 2 , athletes of the German Olympic cadre 3
Ballot procedure in case of excessive entries	Number of Athletes per foreign NF: 6 / Number of horses per Athlete: 1

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

2. ENTRY RIGHTS 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	1 per two horses
Horse owner	2 per horse acc. to FEI Passport

## 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>
- All Athletes and Horses participating in any International Competition must be registered with the FEI;
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will automatically be disqualified unless compelling circumstances warrant otherwise.

German Athletes have to enter through the German Entry System Neon.

Entries of German Athletes will then be uploaded into the FEI Online Entry System!

### 1. ENTRY DATES AND ENTRY FEES

Entries have to be in accordance with Art. 509 of the FEI Eventing Rules, 26th edition, effective 1st January 2023, updates effective 1st January 2024.

#### Deadlines for entries

<b>Closing date for definite entries:</b>	<b>CCI5*-L</b> 14/05/2024
	<b>CCI4*-S</b> 14/05/2024

<b>Last date for substitutions:</b>	<b>CCI5*-L</b> 12/06/2024
	<b>CCI4*-S</b> 12/06/2024

#### Fees for horses

##### Entry fee per horse

CCI5*-L	490.00 EUR incl. VAT (7.00%)
CCI4*-S	290.00 EUR incl. VAT (7.00%)

##### 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)

CCI5*-L	25.00 EUR (25 CHF not included in entry fee)
CCI4*-S	25.00 EUR (25 CHF not included in entry fee)

##### Stabling fee per horse amount

CCI5*-L	178.50 EUR incl. VAT (19.00%) ( not included in entry fee )
CCI4*-S	178.50 EUR incl. VAT (19.00%) ( not included in entry fee ) All horses have to be stabled and are not allowed to leave the showground without permission of the OC.

##### Health / Movement Paper (per horse)

CCI5*-L	0.00 EUR
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##### Health/Movement Paper (per horse)

CCI4*-S	0.00 EUR
<b>Total fee per horse</b>	
CCI5*-L	693.50 EUR incl. VAT To be prepaid with the close of entries: 668,50 EUR
CCI4*-S	493.50 EUR incl. VAT To be prepaid with the entries: 468,50 EUR

## 2. DETAILS ENTRY PROCEDURE FEE / PAYMENT

For late entries (after 14/05/2024) the OC reserves the right to charge a fee acc. to the rules for late entries of NF GER – this rule applies to both German and foreign Athletes.

Entry fee, fee for power supply of German Athletes will be subject to direct debit through the German online system NeOn.

Foreign Athletes are asked to transfer entry fee and fee for power supply by closing date of entries to the following account (please do not transfer EADCMP fee and fee for health papers):

Fee to be transferred: CCI5\*: 668,50 / CCI4\*: 468,50

Account holder: TGL Turniergesellschaft Luhmühlen mbH

Bank: Volksbank Lüneburger Heide eG

IBAN: DE65 2406 0300 4129 1298 00

BIC: GENODEF1NBU All transfers have to be made in EURO.

EADCMP fee and "other fees" (see below) will be invoiced on site.

Contact detail: Name: Susanne Asendorf Telephone: +49-172-4523226 Email: asendorf@sasportservice.de

## 3. 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.

<b>Electricity for boxes (upon request)</b>	No power available directly at the boxes
<b>Manure disposal</b>	40.00 EUR per box incl. VAT (19.00%)
<b>Hay</b>	10.00 EUR per bale incl. VAT (7.00%)
<b>Straw</b>	not available
<b>Shavings</b>	20.00 EUR per bale incl. VAT (19.00%)
<b>Lorry / Caravan area</b>	
<b>Parking price</b>	incl. in electricity
<b>Power supply</b>	Provided by the OC at the following cost: 140.00 EUR hook-up incl. VAT (19.00%) Power supply incl. parking. No high power available. No power available directly at the stables.
<b>Water supply</b>	Provided by the OC for free
<b>Specific fees</b>	
<b>Additional box / tack box</b>	178.50 EUR per box incl. VAT (19.00%) Only on request

**Health Papers**

80.00 EUR per horse

Only on request. Please note that for all horses not stabled in Germany a new health paper for the return trip is compulsory. Also a 30 day paper will not be sufficient enough because this new EU rule will not be practised in Germany up to know. Athletes leaving without a new health paper will travel on their own risk.

All aforementioned amounts include VAT, if applicable

VAT number of the Organiser: DE 192666833

#### 4. NO-SHOWS AND LATE WITHDRAWALS

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**

178.50 EUR

see under refund procedure

**Refund procedure**

- before and including 07/05/2024 – 100 % refund
- before and including 28/05/2024 – 50 % refund
- after 28/05/2024 – no refund
- In case of withdrawal or no shows after the date of 28/05/2024 the athlete or the respective NF will be held liable and have to pay full fees. Presentation of a med. or vet. certificate will not exempt from having to pay the fees.

#### 5. QUALIFICATIONS

Entries have to be in accordance with Art. 520 and 521 of the FEI Eventing Rules, 26th edition, effective 1st January 2023, updates effective 1st January 2024.

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)

**Extra qualifications**

CCI5\*-L

A FEI Athletes with horses having already obtained a MER at a CCI5*-L competition	2 CCI4*-S or 1 CCI4*-L as an Athlete/Horse combination
A FEI Athletes with horses having not obtained yet a MER at a CCI5*-L competition	1 CCI4*-L as an Athlete/Horse combination
B Athletes	1 CCI4*-L + 3 CCI4*-S
Uncategorised or C or D Athletes	2 CCI4*-L+ 3 CCI4*-S

CCI4\*-S

Category A-Athletes	1 CCI3*-S (for the Horse)
Category B-Athletes	1 CCI3*-S (for the Horse) plus 1 CCI4*-S for the Horse
Uncategorised or D or C Athletes	3 CCI3*-S as an Athlete/Horse combination plus 1 CCI4*-S as an Athlete/Horse combination

**Blue: Additional (compared to FEI Rules) Luhmühlen Requirements**

Art. 520: When multiple Minimum Eligibility Requirements are required (for CIs and CIOs, one of the Minimum Eligibility Requirements can be achieved incurring 20 penalties at the obstacles of the Cross Country Test (See below for Minimum Eligibility Requirements for Championships & Games).

MERs in CCI-L to be achieved until 23rd May 2024 (24 days), in CCI-S until 8th June 2024 (10 days) (Art.518.2)

## VIII. TIMETABLE

CCI5*-L	Day	Date	Time
Opening of stables	Monday	10/06/2024	10:00 - 20:00
Vet examination on arrival after opening of stables	Monday	10/06/2024	10:00 - 20:00
Official course inspection	Wednesday	12/06/2024	12:00
Declaration of starters	Wednesday	12/06/2024	14:00
1st horse inspection	Wednesday	12/06/2024	17:00
Dressage Test - 1st Day	Thursday	13/06/2024	13:00
Dressage Test - 2nd Day	Friday	14/06/2024	13:00
Cross-Country Test	Saturday	15/06/2024	09:00
2nd horse inspection	Sunday	16/06/2024	08:00
Jumping Test	Sunday	16/06/2024	10:00
Prize-giving	Sunday	16/06/2024	12:30
CCI4*-S	Day	Date	Time
Opening of stables	Monday	10/06/2024	10:00 - 20:00
Vet examination on arrival	Monday	10/06/2024	10:00 - 20:00
Official course inspection	Wednesday	12/06/2024	13:00
Declaration of starters	Wednesday	12/06/2024	14:00
Dressage Test - 1st Day	Thursday	13/06/2024	08:00
Dressage Test - 2nd Day	Friday	14/06/2024	08:00
Cross-Country Test	Saturday	15/06/2024	13:00
2nd horse inspection	Sunday	16/06/2024	09:00
Jumping Test	Sunday	16/06/2024	13:00
Prize-giving	Sunday	16/06/2024	15:00

IX. COMPETITIONS

These competitions will be in accordance with the FEI Eventing Rules and its Annexes, 26th edition, effective 1st January 2023.

CCI5\*-L

TECHNICAL CONDITIONS

DRESSAGE TEST	CCI5* A
CCI5*-L	
CROSS-COUNTRY TEST	Length: 6300 - 6500 m
CCI5*-L	Speed: 570 m/min
	Number of efforts: 40 - 45
JUMPING	Distance:
CCI5*-L	Speed:
	Max. number of efforts:
	Number of obstacles: 11 - 13

PRIZE CLASSIFICATION

Total amount of prize money per section:	125,000.00 EUR
Breakdown per category placing for more than 48 started athletes (1 prize per 4 athletes, minimum 5 prizes and 1st prize not more than 1/3 of total prizemoney) 40.000/30.000/20.000/10.000/ 6.500/5.500/4.250/3.250/ 2x1.750	
2.000,00 EUR to be distributed among remaining placed athletes (the last placed athlete receives at least 250,00€)	
Breakdown per category / placing for 48 and less started athletes (1 prize per 4 athletes, minimum 5 prizes and 1st prize not more than 1/3 of total prizemoney) 40.000/30.000/20.000/10.000/ 6.500/5.500/4.250/3.250/ 2x1.750/2x1000	
Distribution of Prizes and Indemnities All prize money and all prizes in kind rewarded instead of prize money as well as reimbursements (e. g. transport charges, travelling expenses) will be distributed acc. to FEI-RG Art. 127/128 following the last competition at the latest. Settlement will be done per athlete. Depending on the agreement with the horse owner, each athlete binds himself to pass on to the horse owners the prize money or prizes in kind rewarded instead of prize money. The organizer is allowed to deduct possibly outstanding debts of the athlete. Acc. to § 50a EstG this also applies to foreign horse owners. Taxes are due on prize money as well as on prizes given in kind instead of prize money and on reimbursements. As a rule, the deduction (based on the amount received per day) is 0 % on amounts up to and including 250 EUR, 15 % plus solidarity surcharge (currently 0,82 % on the prize money or 5,5 % on the amount of tax deduction) on amounts above 250 EUR.Travelling expenses being taken over or reimbursed are only regarded as revenues if they exceed the actual costs and the reimbursement for additional meal allowances acc. to § 4 Abs. 5 Satz 1 Nr. 5 EstG. The tax deduction has to be certified on demand. Those foreign athletes being exempted from tax deduction are kindly asked to submit an exemption certificate either with the entry or on the first show day at the latest. Every athlete himself is responsible for the correctness of the details he submits. If Athletes have to be placed equally, the money value of possible prizes in kind (e. g. a car) is divided accordingly.	

Other details on prize money distribution

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CCI4\*-S

TECHNICAL CONDITIONS

DRESSAGE TEST	CCI4* A
CCI4*-S	
CROSS-COUNTRY TEST	Length: 3600 - 3900 m
CCI4*-S	Speed: 570 m/min
	Number of efforts: 30 - 35
JUMPING	Distance:
CCI4*-S	Speed:
	Max. number of efforts:
	Number of obstacles: 11 - 12

PRIZE CLASSIFICATION

Total amount of prize money per section:	20,000.00 EUR
6.000/4.600/2.600/2.000/1.300/1.000/2x500/4x250	
500,00 EUR to be distributed among remaining placed athletes (the last placed athlete receives at least 100,00€)	
<p>Distribution of Prizes and Indemnities All prize money and all prizes in kind rewarded instead of prize money as well as reimbursements (e. g. transport charges, travelling expenses) will be distributed acc. to FEI-RG Art. 127/128 following the last competition at the latest. Settlement will be done per athlete. Depending on the agreement with the horse owner, each athlete binds himself to pass on to the horse owners the prize money or prizes in kind rewarded instead of prize money. The organizer is allowed to deduct possibly outstanding debts of the athlete. Acc. to § 50a EstG this also applies to foreign horse owners. Taxes are due on prize money as well as on prizes given in kind instead of prize money and on reimbursements. As a rule, the deduction (based on the amount received per day) is 0 % on amounts up to and including 250 EUR, 15 % plus solidarity surcharge (currently 0,82 % on the prize money or 5,5 % on the amount of tax deduction) on amounts above 250 EUR. Travelling expenses being taken over or reimbursed are only regarded as revenues if they exceed the actual costs and the reimbursement for additional meal allowances acc. to § 4 Abs. 5 Satz 1 Nr. 5 EstG. The tax deduction has to be certified on demand. Those foreign athletes being exempted from tax deduction are kindly asked to submit an exemption certificate either with the entry or on the first show day at the latest. Every athlete himself is responsible for the correctness of the details he submits. If Athletes have to be placed equally, the money value of possible prizes in kind (e. g. a car) is divided accordingly.</p>	
Other details on prize money distribution	
-	

PRIZE MONEY SUMMARY

Category	Amount
CCI5*-L	125,000.00 EUR
CCI4*-S	20,000.00 EUR
Total	145,000.00 EUR

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 **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.

## X. FACILITIES OFFERED

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### 1. ATHLETES

#### ACCOMMODATION

Accommodation will be at the Athletes' own expense

#### MEALS

At the expense of the **Organiser**

Meals provided from **12/06/2024** to **16/06/2024**

Breakfast and one meal

### 2. GROOMS

#### ACCOMMODATION

Accommodation will be at the Athletes' own expense

#### MEALS

Meals at the expense of the **Organiser**

Meals provided from **12/06/2024** to **16/06/2024**

Breakfast and one meal

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.

As much as possible in accordance with the Organisers Guide, Point [4.7.2 - Facilities, Services & Conditions for Grooms](#)

## XI. LOGISTICAL, ADMINISTRATIVE AND TECHNICAL INFORMATION

### 1. DRAWS

Draw #	name	Day	Date	Time	Additional information
1	CCI5*-L	Wednesday	12/06/2024	14:15	1st test – Dressage: by draw 2nd test – Cross Country: as Dressage 3rd test – Jumping: reverse order of classification after Dressage and Cross Country test.
2	CCI4*-S	Wednesday	12/06/2024	14:15	1st test – Dressage: by draw 2nd test – Cross Country: as Dressage 3rd test - Jumping: reverse order of classification after Dressage and Cross Country

### 2. COMPETITION ARENAS

Name	Width (m)	Length (m)	Type of footing/ground
Dressage	20	60	sand
Cross-country			grass, forest, sand
Jumping	70	100	sand

### 3. PRACTICE ARENAS

Name	Width (m)	Length (m)	Type of footing/ground
Practise arena dressage & jumping	35	50	sand
Additional practise arena	20	40	sand
Additional practise arena dressage & jumping	65	75	sand

### 4. STABLES

Size of boxes **3 m x 3 m**

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

Horses will be stabled (incl. 1st bedding - straw) on the show grounds from Monday, 10/06/2024 (morning) to Sunday, 16/06/2024 (evening). The necessary number of boxes has to be ordered when handing in the entries – the order is binding. Only the assigned stables may be used. Power supply has to be ordered and paid for with the entries.

### 5. SCORING/TIMING PROVIDER

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

The Scoring and Timing of the Event will be performed by the following provider(s):

(The list of certified Service Providers is available here: <https://inside.fei.org/fei/your-role/it-services/it-providers/list>)

Service	Name of the company	FEI Certified Service Provider ID number	Contact person at Event	FEI ID	Contact email
Scoring/Timing			Jens FETH	10081662	jf@hippodata.net
Paperless Judging	hippo data GmbH / Equi-score	GV91V808AKSCGI	Jens FETH	10081662	jf@hippodata.net

## 6. OTHER TECHNOLOGY/SERVICE PROVIDER(S)

Will you use other technology/service provider(s) at your Event? **No**

## 7. PRIZE-GIVING CEREMONY

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

The athletes required to present themselves for the prize-giving ceremony of each competition are: **3-8**

Athletes riding their horses: **Yes**

## 8. 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.

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

## 9. TICKETING

Are you selling tickets for spectators to attend your event? **Yes**

Name of your ticketing provider: Ticketmaster

Web address to buy tickets: [www.ticketmaster.de](http://www.ticketmaster.de)

## 10. BETTING

Betting will be authorised by the Organiser: **No**

## 11. TRANSPORT REIMBURSEMENT HORSES/PONIES

## 12. 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.

## 13. LOCAL TRANSPORTATION & ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS

Walking distance: **No**

Organiser shuttle service available: **Yes**

Public transport available: **Yes, paid by the athlete**

Approximate cost per round trip: **30.00 EUR**

Organiser shuttle depending on availability of cars.

## 14. LORRY / CARAVAN FACILITIES

Lorry or caravan can be parked close to the stables: **Yes**

Other lorries than horse lorries and caravans than athletes ones can only be parked close to the stables if there is any space left. There will be no high power current available!

## **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**

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### **1. CUSTOMS FORMALITIES**

Contact details for Customs Formalities:

**Name:** Johannsmann Transportservice GmbH  
**Address:** Hagenort 6 33803 Steinhagen Germany  
**Phone:** 0049.5204.890111  
**Fax:** 0049.5204.890222  
**Email:** info@johannsmann-pferdetransporte.de  
**Opening hours:** Wednesday afternoon until Thursday noon.

Customs and veterinary fees will not be taken over.

### **2. HEALTH REQUIREMENTS**

#### **GENERAL**

In accordance with the FEI Code of Conduct for the Welfare of the Horse it is imperative that all Horses at FEI Events are physically fit, free from infectious disease and meet the FEI's health requirements before being allowed to compete.

#### **ENTRY OF HORSES**

##### **Required health tests and vaccinations**

./.

##### **Quarantine period**

./.

##### **Specimen Import Licence applied**

./.

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

- a) in case of arrival from an EU member country a health certificate "EQUI-INTRA-IND" according to implementing regulation (EU) 2021/403. The use of TRACES-NT is mandatory.
- b) in case of arrival from a country not belonging to the EU a health certificate "EQUI-X" according to implementing regulation (EU) 2021/403.

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

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

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

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

### **3. NATIONAL REQUIREMENTS**

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

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

#### **4. PONIES**

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

#### **7. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE**

##### **7.1 PASSPORTS (FEI GENERAL REGULATIONS 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.

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 ARTICLE 1029)**

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

### **7.4 HORSE INSPECTIONS (FEI VETERINARY REGULATIONS ARTICLES 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)**

Horses may be 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)**

### **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 1056)**

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**

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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**

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### **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**

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

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

Neither the OC, nor the Shipping Agent accepts any responsibility for any accident or illness that may befall any horse, competitor, groom or any other person. The same applies in case of damage to cars, saddler, utensils and all other object (including damage resulting from theft, loss, fire). NF's/riders are responsible to ensure that each participating horse is insured for a sufficient amount to cover any eventuality that can occur during or in relation to the event, including without limitations, problems during the transportation to and from the venue in Hamburg.

Transport and travel Insurance for horses, riders and grooms:

Riders are responsible for arranging their own travel and transport insurance. The event organizer strongly advise all riders take care of travel and transport insurance for the rider, groom, and horse(s)

Medical insurance for riders and grooms: Riders and grooms are responsible for arranging their own medical insurance. The event organizer strongly advise all riders to take care of medical insurance for the rider and groom.

### **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.

## **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 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**

### **6.1 German Show Rules**

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

### **6.2 TIMETABLE**

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

### **6.3 FEI-PASSPORTS**

Horses entered in CIMs (CCI1\*-Intro/CCI2\*-S&L/CCI3\*-S&L/CCIP1/CCIP2) as well as 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).

#### **6.4 GERMAN ANIMAL WELFARE ACT**

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

#### **6.5 DOGS**

All dogs must be leashed and affixed to a human or stationary object on the show ground, the stable area and the cross country course. Violation of this rule will incur a fine of CHF 100,- per offence and, in case of a repeated offence at the Event, may lead to exclusion from the Venue (Art. 109.13 General RG). The owners of free running dogs will be punished in addition with EUR 250,- which will be donated to an animal care organization.

#### **6.6 SMOKING**

Smoking is strictly forbidden in the stables and will be punished with 200,- EUR and the deprive of the accreditation.

#### **6.7 DATA PROTECTION BASIC REGULATION**

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

#### **6.8 CANCELLATION CLAUSE**

Should the event become impossible or is cancelled due to a force majeure event including an official order or regulation (e.g. from an authority/governmental agency) the organizer assumes no liability for any incurred costs – including but not limited to loss of earnings which might arise for the athlete, except that any entry fees paid will be reimbursed if the event has not already started. Furthermore, the athlete waives claims to recourse against the organizer in case of cancellation of the event due to a force majeure event including an official order or regulation.

#### **6.9 INFORMATION ON COVID19**

FEI: see Covid-19 Frequently Asked Questions (FAQs): <https://inside.fei.org/fei/covid-19/faqs>

NF GER: see “Coronavirus: “Impact on Equestrian Sport” (Auswirkungen auf den Pferdesport): <https://www.pferd-aktuell.de/coronavirus>.

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

For all FEI measures in place at the time of the Event, please refer to: <https://inside.fei.org/fei/your-role/veterinarians/biosecurity-movements/biosecurity/ehv-1>.

#### **6.11 STABLES REGULATIONS**

The following regulations must be obeyed:

- No emptying of feed troughs next to the drain
- Only empty clear water in the drain. It is NOT allowed to wash horse boots / feed troughs in the stables
- Keep the escape routes clear (no blocking by feeding stuff, saddle locker or similar)
- No riding through the stable ways - The instructions of the stable manager have to be followed
- The horse boxes have to be locked with the mechanism provided - Unload the horse dung ONLY at the provided places
- NO changes in the box arrangements without consulting the stable manager
- The removal of hay/straw/shavings has to be notified to the stable manager before removal
- Entering the stable area after 0:00 hrs has to be announced to the responsible security staff
- The riders/grooms are responsible for the cleanliness in front of the respective boxes
- No electrical connections for example refrigerators, radios, massage mats are available at the stables directly
- The laying of extension cables through the stable area is prohibited
- Smoking and open fires are strictly prohibited on the entire showground and in stables area

## 7. MINIMUM AGE LIMITATION

Level	Athletes	Horses
1*	12	5
2*	14	6
3*	16	6
4*	18	7
5*+CH4*	18	9

## 8. PRIZE MONEY 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 **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.

### 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.**

Distribution of Prizes and Indemnities All prize money and all prizes in kind rewarded instead of prize money as well as reimbursements (e. g. transport charges, travelling expenses) will be distributed acc. to FEI-RG Art. 127/128 following the last competition at the latest. Settlement will be done per athlete. Depending on the agreement with the horse owner, each athlete binds himself to pass on to the horse owners the prize money or prizes in kind rewarded instead of prize money. The organizer is allowed to deduct possibly outstanding debts of the athlete. Acc. to § 50a EstG this also applies to foreign horse owners. Taxes are due on prize money as well as on prizes given in kind instead of prize money and on reimbursements. As a rule, the deduction (based on the amount received per day) is 0 % on amounts up to and including 250 EUR, 15 % plus solidarity surcharge (currently 0,82 % on the prize money or 5,5 % on the amount of tax deduction) on amounts above 250 EUR. Travelling expenses being taken over or reimbursed are only regarded as revenues if they exceed the actual costs and the reimbursement for additional meal allowances acc. to § 4 Abs. 5 Satz 1 Nr. 5 EstG. The tax deduction has to be certified on demand. Those foreign athletes being exempted from tax deduction are kindly asked to submit an exemption certificate either with the entry or on the first show day at the latest. Every athlete himself is responsible for the correctness of the details he submits. If Athletes have to be placed equally, the money value of possible prizes in kind (e. g. a car) is divided accordingly.

## **XV. ANNEXES**

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### **1. STEWARDING**

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)