

# FEI APPROVED DRESSAGE SCHEDULE AACHEN (GER) 23-26 November 2017

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## I. DENOMINATION OF EVENT

VENUE: Aachen  
 DATE: 23/11/2017 - 26/11/2017  
 NF: Germany  
 Indoor:  Outdoor:   
 CDI1\*  CDI2\*  CDI3\*  CDI4\*  CDI5\*  
 CDI-W  
 CDIO2\*  CDIO3\*  CDIO4\*  CDIO5\*  
 CDIJ  CDIY  CDIP  CDIU25  CDIOCh  
 CDIOJ  CDIOY  CDIOP  CDIOU25  CDIOCh  
 CDIAm  
 Young Horses  
 Championship  Games

## II. GENERAL CONDITIONS

- FEI Statutes, 23<sup>rd</sup> edition, effective 29<sup>th</sup> 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, effective 1<sup>st</sup> January 2017
- **FEI Dressage Rules (25<sup>th</sup> edition, effective 1<sup>st</sup> January 2014, updates 1<sup>st</sup> January 2017), and if applicable the FEI World Cup™ Dressage Rules and FEI Nations Cup™ Dressage Rules**
- 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, the provisions of which will take precedence.

Approved by the FEI

Lausanne, on 03.07.2017.

Updated 28.09.2017

Signature :

Bettina De Rham  
 FEI Director  
 Dressage & Para-Equestrian Dressage



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

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

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

A full copy of this Code can be obtained from the Fédération Equestre Internationale, Chemin de la Joliette 8, CH-1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English. The Code is also available on the FEI's website: <http://inside.fei.org/>

# FEI APPROVED DRESSAGE SCHEDULE AACHEN (GER) 23-26 November 2017

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## IV. GENERAL INFORMATION

### 1. ORGANISER

Name: Aachen-Laurensberger Rennverein e.V.  
Address: Albert-Servais Allee 50  
52070 Aachen

Telephone: +49 241 9171 164  
Fax: +49 241 9171 198  
Email: ./.

Website: <http://www.aachenyoungstars.de/>

### Contact Details Show Ground:

Address: "Albert-Vahle Halle"  
Hubert-Wienen-Straße  
52070 Aachen

Telephone: +49 241 9171 164  
GPS Coordinates: Latitude: 50.79492/ Longitude: 6.0977

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

Directions to the show grounds: (Navigation: Hubert-Wienen-Straße)

Car/Lorry: From direction Cologne  
- A 4 (Köln - Aachen)  
- Exit Würselen/Aachen Zentrum  
- turn right into Krefelder Straße  
- follow the signs  
From direction Düsseldorf  
- A 44 to Autobahnkreuz Aachen  
- A 4 direction Aachen/Heerlen  
- Exit Würselen/Aachen Zentrum  
- turn right into Krefelder Straße  
- follow the signs

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From direction Belgium

- follow the A 44 up to the Autobahnkreuz Aachen

A 4 direction Antwerpen

- Exit Würselen/Aachen Zentrum

- turn right into Krefelder Straße

- follow the signs

From direction Netherlands

- follow the A 4

- Exit Würselen/Aachen Zentrum

- turn right into Krefelder Straße

- follow the signs

Railway Station: Hauptbahnhof (Central Station) Aachen, Lagerhausstraße

Airports: Cologne/Bonn, Duesseldorf , Maastricht-Aachen  
Airport/NED

## **2. ORGANISING COMMITTEE**

Honorary President: Klaus Pavel

President of the event: Carl Meulenbergh

Show Secretary: Jana Kun / Bettina von Fallois

Press Officer: Niels Knippertz

## **3. EVENT DIRECTOR**

Name: Frank Kemperman

Address: Albert-Servais Allee 50  
52070 Aachen

Telephone: +49 241 9171 105

Mobile: ./.

Fax: +49 241 9171 199

Email: frank.kemperman@chioaachen.de

**FEI APPROVED DRESSAGE SCHEDULE  
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**V. OFFICIALS**

Ref.	Panel	Function	FEI ID	Name	NF	Level	Contact Email
1	Ground Jury	Ground Jury President	10052562	Ulrike Nivelle	GER	4*	<a href="mailto:ulrike.nivelle@web.de">ulrike.nivelle@web.de</a>
		Ground Jury Member	10050457	Jacques van Daele	BEL	4*	<a href="mailto:vandaelejacques@telenet.be">vandaelejacques@telenet.be</a>
		Ground Jury Member	10023545	Henning Lehrmann	GER	4*	<a href="mailto:henning.lehrmann@bauking.de">henning.lehrmann@bauking.de</a>
		Ground Jury Member	10052190	Adriaan Hamoen	NED	4*	<a href="mailto:adriaan.hamoen@gmail.com">adriaan.hamoen@gmail.com</a>
		Ground Jury Member	10000001	Marietta Almasy	FRA	4*	<a href="mailto:marietta.almasy@wanadoo.fr">marietta.almasy@wanadoo.fr</a>
		Foreign Judge	10050246	Maja Stukelj	SLO	4*	<a href="mailto:stukelj.maja1@gmail.com">stukelj.maja1@gmail.com</a>
2	Foreign Technical Delegate	Foreign Technical Delegate					
3	Appeal Committee	Appeal Committee					
4	Chief Steward	Chief Steward	10053919	Rolf-Peter Fuß	GER	3	<a href="mailto:rpf@psvr.de">rpf@psvr.de</a>
5	Assistant Stewards	Assistant Steward	10102857	Dr. Barbara Szymczak	POL	2	<a href="mailto:szymbarkwp@wp.pl">szymbarkwp@wp.pl</a>
		Assistant Steward	10103205	Sandra Ernst	GER	1	<a href="mailto:s.ernst-schilling@web.de">s.ernst-schilling@web.de</a>
		Assistant Steward	10053086	Iris Jansen	GER	1	<a href="mailto:irisjansen@aol.com">irisjansen@aol.com</a>
		Assistant Steward	10052440	Anne Kolwes	GER	2	<a href="mailto:anne.kolwes@web.de">anne.kolwes@web.de</a>
		Assistant Steward	10093348	Vanessa Szabo	GER	1	<a href="mailto:vanessaszabo@web.de">vanessaszabo@web.de</a>
6	FEI Veterinary Delegate	Veterinary Delegate	10050710	Friedrich Appelbaum	GER		<a href="mailto:friedrich.appelbaum@t-online.de">friedrich.appelbaum@t-online.de</a>
7	VSM Veterinary Services Manager / Treating Veterinarian / 24h VSM	Veterinary Services Manager Treating Veterinarian	10048947	Dr. Friedrich Hanbücken	GER		<a href="mailto:hanbuecken@skynet.be">hanbuecken@skynet.be</a>
		Treating Veterinarian	10049450	Dr. Ben Horsmans	NED		
		Treating Veterinarian	10125963	Anna Stühl	GER		
		Treating Veterinarian	10094650	Dr. Dorothee Dahmen	GER		
8	Doctor/Medical Service	Doctor/Medical Service		Dr. Simone Hamm	GER		<a href="mailto:hamm.s@web.de">hamm.s@web.de</a> Provide a phone number.
9	Farrier	Farrier		Gerd Lamberty	GER		<a href="mailto:gerdlamberty@outlook.de">gerdlamberty@outlook.de</a> Provide a phone number.
10	NF Delegate	NF Delegate		Ulrike Nivelle	GER		

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### VI. INVITATIONS

Number of NFs invited:	11 (including home country)
State which NFs are invited:	AUT, BEL, DEN, ESP, GBR, GER, HUN, ITA, NED, SUI, SWE
Reserve NFs:	GRE, FRA, TUR, LUX, RUS, NOR, USA

#### **Ponies:**

Total Number of athletes:	25
Number of home athletes:	10 (acc. to a special handicap agreed upon with NF GER)
Number of athletes per NF:	1 (in consideration with OC, more athletes will be allowed)
Number of ponies per athlete:	1, on request athletes may start with two horses.

#### **Juniors:**

Total Number of athletes:	20
Number of home athletes:	8 (acc. to a special handicap agreed upon with NF GER)
Number of athletes per NF:	1 (in consideration with OC more athletes will be allowed)
Number of ponies per athlete:	1, on request athletes may start with two horses.

#### **Young Riders:**

Total Number of athletes:	25
Number of home athletes:	10 (acc. to a special handicap agreed upon with NF GER)
Number of athletes per NF:	1 (in consideration with OC more athletes will be allowed)
Number of ponies per athlete:	1, on request athletes may start with two ponies.

Athletes are invited by the Organiser through their NF.

One (1) groom per athlete.

The Organising Committee reserves the right to increase the number of horses / ponies per athlete.  
The Organising Committee reserves the right to invite additional NFs in case one of the invited NFs will not be able to participate.  
The Organising Committee reserves the right to invite athletes personally through the respective NF.



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## VII. ENTRIES

### IMPORTANT

- You must use the FEI Entry System for all categories of this Event:  
<https://entry.fei.org>
- You will find additional documentation on:  
<https://inside.fei.org/fei/your-role/nfs/entry-system-dressage>
- All Athletes and Horses participating in any International Competition must be registered with the FEI.
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will automatically be disqualified unless compelling circumstances warrant otherwise.

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

### 1. ENTRY DATES AND FEES:

#### Deadlines for entries

Definite Entries: 30/10/2017

Last date for substitutions: 22/11/2017

Entries have to be in accordance with art 423 of the Dressage Rules and art 116 of the General Regulations.

**Entry fee per horse:** 300 Euro (VAT N/A) (VAT excluded)

Stabling fee per horse: none

**VAT:** N/A

**Total fee per horse:** 300 Euro

Entry fee and fee for power supply (if ordered)  
- of German Athletes will be subject to direct credit through the German online system NeOn.  
- of Foreign Athletes will be due on site at the latest.

EADCMP fee, manure disposal, costs for forage etc. (see "ADDITIONAL FEES/CHARGES BY OC") will be invoiced in addition on site.

#### Contact details:

Aachen-Laurensberger Rennverein  
Name: Ellen Detje-Stroink  
Address: Albert-Servais Allee 50, 52070 Aachen, Germany  
Telephone: +49 241 9171 101  
Fax: +49 241 9171 199  
Email: ellen.detje-stroink@chioaachen.de

Important:

## FEI APPROVED DRESSAGE SCHEDULE AACHEN (GER) 23-26 November 2017

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All entry fees and additional fees to be paid at the show office on Sunday 26th November 2017.

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

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

Amount charged: 200 Euro per horse/pony

### 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 Organiser.

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 CIM)

Electricity (upon request): 30 Euro per charge  
Manure disposal: none  
Hay: 8 Euro per bale  
Straw: 5 Euro per bale (1<sup>st</sup> bedding at OC's expense)  
Shavings: 12 Euro per bale  
Other (please specify):  
Tack Box: 100 Euro per box  
Training Horse: 150 Euro per box  
EADCMP fee: 18 Euro per horse/pony  
Prices of hay, straw and shavings are subject to change

**All aforementioned amounts are including VAT**

VAT Number of the Organiser: DE 123603839

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### VIII. TIMETABLE

	Day	Date	Time
• <u>Opening of stables:</u>	Wednesday	22/11/2017	14.00 h
• <u>Horse Inspection:</u>			
CDIY	Thursday	23/11/2017	11.00 h
CDIJ	Thursday	23/11/2017	15.15 h
CDIP	Thursday	23/11/2017	15.45 h
• <u>Declaration of Starters:</u>	Not later than two (2) hours before the draw.		
CDIY	Thursday	23/11/2017	12.00 h
CDIJ/CDIP	Thursday	23/11/2017	17.00 h
• <u>Draw for each first competition:</u>			
CDIY	Thursday	23/11/2017	14.00 h
CDIJ/CDIP	Thursday	23/11/2017	19.00 h

<b>Competitions CDIY:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 1 Team Test Young Riders	Thursday	23/11/2017	17.00 h	750 Euro
Competition 2 Individual Test Young Riders	Friday	24/11/2017	17.15 h	750 Euro
Competition 3 Freestyle Young Riders	Saturday	25/11/2017	17.15 h	1.500 Euro
<b><u>Total Prize Money</u></b>				3.000 Euro
<b><u>Prizes in Kind</u></b>				None

<b>Competitions CDIJ:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 4 Team Test Juniors	Friday	24/11/2017	13.45 h	650 Euro
Competition 5 Individual Test Juniors	Saturday	25/11/2017	09.00 h	650 Euro
Competition 6 Freestyle Juniors	Sunday	26/11/2017	09.00 h	1.200 Euro
<b><u>Total Prize Money</u></b>				2.500 Euro
<b><u>Prizes in Kind</u></b>				None

<b>Competitions CDIP:</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Prize Money</b>
Competition 7 Team Test Ponies	Friday	24/11/2017	09.00 h	400 Euro
Competition 8 Individual Test Ponies	Saturday	25/11/2017	13.00 h	400 Euro
Competition 9 Freestyle Ponies	Sunday	26/11/2017	14.00 h	1.000 Euro
<b><u>Total Prize Money</u></b>				1.800 Euro
<b><u>Prizes in Kind</u></b>				None

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

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

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**IX. COMPETITIONS DETAIL**

**FIRST DAY: Thursday**

**DATE: 23/11/2017**

**COMPETITION No 1 - CDIY**

**Team Competition for Young Riders**

Test: Young Riders Team Competition (Edition 2009)  
update 2017, to be ridden from memory  
Number of horses per athlete: 1 or respectively 2 horses (see preamble)  
Open to: all athletes acc. to preamble  
Draw/Art: by draw acc. to Art. 425.2 (ordinary draw)  
Prize money: EUR 750  
Breakdown: 175/125/100/80/2x70/2x65  
If more Athletes are placed the next receive: € 45,00 each.

\* \* \* \* \*

**SECOND DAY: Friday**

**DATE: 24/11/2017**

**COMPETITION No 7 – CDIP**

**Team Competition for Ponies**

Test: Pony Riders Team Competition (Edition 2012) update  
2016, to be ridden from memory  
Number of ponies per athlete: 1 or respectively 2 ponies (see preamble)  
Open to: all athletes acc. to preamble  
Draw/Art: by draw acc. to Art. 425.2 (ordinary draw)  
Prize money: EUR 400  
Breakdown: 85/75/65/50/35/3x30  
If more Athletes are placed the next receive: € 30,00 each.

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**COMPETITION No 4 - CDIJ**

**Team Competition for Juniors**

Test: Juniors Team Competition (Edition 2009) update  
2017, to be ridden from memory  
Number of horses per athlete: 1 or respectively 2 horses (see preamble)  
Open to: all athletes acc. to preamble  
Draw/Art: by draw acc. to Art. 425.2 (ordinary draw)  
Prize money: EUR 650  
Breakdown: 160/130/95/70/60/3x45  
If more Athletes are placed the next receive: € 40,00 each.

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## COMPETITION No 2 - CDIY

### **Competition for Young Riders Qualifier for Competition No 3 (Freestyle Young Riders)**

Test: Young Riders Individual Competition (Edition 2009) update 2017, to be ridden from memory  
Number of horses per athlete: 1 or respectively 2 horses (see preamble)  
Open to: all athletes acc. to preamble  
Draw/Art: by draw acc. to Art. 425.2 (ordinary draw)  
Prize money: EUR 750  
Breakdown: 175/125/100/80/2x70/2x65  
If more Athletes are placed the next receive: € 45,00 each.

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**THIRD DAY: Saturday**

**DATE: 25/11/2017**

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## COMPETITION No 5 - CDIJ

### **Competition for Juniors Qualifier for Competition No 6 (Freestyle Juniors)**

Test: Juniors Individual Competition (Edition 2009) update 2017, to be ridden from memory  
Number of horses per athlete: 1 or respectively 2 horses (see preamble)  
Open to: all athletes acc. to preamble  
Draw/Art: by draw acc. to Art. 425.2 (ordinary draw)  
Prize money: EUR 650  
Breakdown: 160/130/95/70/60/3x45  
If more Athletes are placed the next receive: € 40,00 each.

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## COMPETITION No 8 - CDIP

### **Competition for Ponies Qualifier for Competition No 9 (Freestyle Pony Riders)**

Test: Pony Riders Individual Competition (Edition 2012) update 2016, to be ridden from memory  
Number of ponies per athlete: 1 or respectively 2 ponies (see preamble)  
Open to: all athletes acc. to preamble  
Draw/Art: by draw acc. to Art. 425.2 (ordinary draw)  
Prize money: EUR 400  
Breakdown: 85/75/65/50/35/3x30  
If more Athletes are placed the next receive: € 30,00 each.

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## COMPETITION No 3 – CDI Y

### Competition for Young Riders

#### Individual Final Freestyle for Young Riders

Test: Young Riders Freestyle to Music (Edition 2006, revision 2009) update 2017  
Music: Sound carrier (2 copies) have to be given to the show office the previous evening.  
Number of horses per athlete: 1  
Open to and compulsory for: the best 12 athlete/horse combinations from competition no 2  
Draw/Art: acc. to Article 425.5; draw in groups of five (5) in reverse order from competition no 2  
Total prize money: EUR 1.500  
Breakdown: 325/220/190/160/130/115/100/80/60/45/40/35  
\* \* \* \* \*

**FOURTH DAY: Sunday**

**DATE: 26/11/2017**

## COMPETITION No 6 – CDI J

### Competition for Juniors

#### Individual Final Freestyle for Juniors

Test: Juniors Freestyle to Music (Edition 2006, revision 2009) update 2017  
Music: Sound carrier (2 copies) have to be given to the show office the previous evening  
Number of horses per athlete: 1  
Open to and compulsory for: the best 12 athlete/horse combinations from competition no 5  
Draw/Art: acc. to Article 425.5; draw in groups of five (5) in reverse order from competition no 5  
Total prize money: EUR 1.200  
Breakdown: 245/160/140/120/100/90/85/75/60/55/40/30  
\* \* \* \* \*

## COMPETITION No 9 – CDIP

### Competition for Pony Riders

#### Individual Final Freestyle for Pony Riders

Test: Pony Riders Freestyle to Music (Edition 2007, revision 2009) update 2017  
Music: Sound carrier (2 copies) have to be given to the show office the previous evening  
Number of ponies per athlete: 1  
Open to and compulsory for: the best 12 athlete/pony combinations from competition no 8  
Draw/Art: acc. to Article 425.5 Draw in groups of five (5) in reverse order from competition no 8  
Prize money: EUR 1.000  
Breakdown: 215/150/125/105/90/75/70/60/35/30/25/20  
\* \* \* \* \*

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## X. FACILITIES OFFERED

### 1. ATHLETES

#### Accommodation

OC does not provide accommodation. Please contact the aachen tourist service:

aachen tourist service e.V.  
Krefelderstraße 123, 52070 Aachen, Germany  
Phone: (49) 241 – 180 29 52  
Fax: (49) 241 – 180 29 30  
Email: booking@aachen-tourist.de

Accommodation will be at the Athletes' own expense.

#### Meals

Meals will provided on the show grounds at the Athletes' own expense.

### 2. GROOMS

#### Accommodation

Requests for accommodation must be sent with entries.  
Accommodation will be at the Athletes' expense.

#### Meals

Meals will provided on the show grounds at the Athletes' own expense.

**N.B. Organiser's 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.**

# FEI APPROVED DRESSAGE SCHEDULE AACHEN (GER) 23-26 November 2017

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## XI. LOGISTICAL/ADMINISTRATIVE/TECHNICAL INFORMATION

### 1. DRAW

Location of the draw: Meeting Room "Piaff" at the "Deutsche Bank Stadium"

### 2. COMPETITION ARENA(S)

Total dimensions : 27 x 75 m

Type of Footing: sand

(Competition arena - dimensions: 20 x 60 m)

### 3. PRACTICE ARENA(S)

Dimensions : 20 x 40m

Type of Footing: sand

Dimensions : 20 x 60m

Type of Footing: sand

### 4. STABLES

Size of boxes 3 m x 3, (permanent stables, larger boxes cannot be made available)

Arrival will be possible as of Wednesday, November 22nd 2017 between 14.00 and 20.00h. Arrival on Thursday, November 23rd will be possible between 08.00h and 15.00 h.

Horses will be stabled (incl. 1st bedding) on the show grounds from November 22nd to 26th. Please enter the requested type of bedding for each horse into the FEI entry system. Only the assigned stables may be used.

The necessary number of boxes has to be ordered when handing in the entries – the order is binding. If no boxes have been ordered, the OC will reserve one box per horse entered.

### 5. SCORING/TIMING PROVIDER

Name of the company: SCG Visual

Name contact person: Arend Tolner

Contact email: arend@scgvisual.com

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

### 6. AVERAGE SCORE and OPEN SCORING

Average Score and Open Scoring: Yes  No



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### 7. PRIZE GIVING CEREMONY

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

### 8. ADVERTISING ON ATHLETES AND HORSES

The athletes are authorised  not authorised  to carry the logo of their personal sponsor. The Chief Steward will check that the advertising and publicity on athletes and horses complies with Article 135 of the General Regulations.

### 9. TICKETING

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

Name of your ticketing provider: n/a

Web address to buy ticket: n/a

### 10. BETTING

Betting will be authorised by the Organiser. Yes  No

### 11. TRANSPORT REIMBURSEMENT HORSES / PONIES

Transport expenses to be paid by the athletes.

### 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 them on arrival.

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

./.

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

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

#### NUMBER ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 1

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

### 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>

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## XII. VETERINARY MATTERS

### 1. CUSTOMS FORMALITIES

Contact details for Customs Formalities:

Name: ./.  
Address: ./.  
Telephone: ./.  
Email: ./.  
Opening hours: ./.

For questions pertaining to the veterinary and animal diseases legislation for horses from abroad and regarding the horses' transportation, the OC is ready to assist.

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 and free from infectious disease 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 a EU-member-country, a certificate for registered horses acc. to sample of Annex B to Reglements 90/426 (see annex Vet. I) of the actual valid form will be necessary.

b) in case of arrival from a country not belonging to the EU, a health certificate for registered horses acc. to sample of annex II (see Annex Vet. II) of the decision of the commission 92/260 of the actual valid form will be necessary.

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.

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### 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 Law Governing Epidemic Diseases (Tierseuchengesetz):  
[www.gesetze-im-internet.de/bundesrecht/viehseuchg/gesamt.pdf](http://www.gesetze-im-internet.de/bundesrecht/viehseuchg/gesamt.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 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.

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

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

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### **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).**

### **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 (EADCMPs). 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 ARTICLES 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/your-role/veterinarians> 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**

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.

#### **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.

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## 1.2.2 Additional Liability Information

The organizer declines any liability for property or pecuniary damage which may happen to visitors, athletes, grooms and horse owners through slight negligence of the organizer, 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.

## 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:

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

Appeal: <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 the Chefs d'Equipe, host NF delegate, if any, and the Ground Jury, the OC may change the schedule in order to clarify any matters arising from an omission or due to unforeseen circumstances. Any such changes must be notified to all Athletes and Officials as soon as possible and they must be reported to the FEI by the Foreign Judge.

## 5. ADDITIONAL INFORMATION FROM THE ORGANISER

### 5.1 GERMAN SHOW RULES

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

### 5.2 TIMETABLE

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

### 5.3 FEI-PASSPORTS

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

### 5.4 GERMAN ANIMAL WELFARE ACT

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

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### **5.5 HORSE LORRIES**

Horse lorries can be parked near the show grounds, **but not inside the stable area.** Only the assigned place may be used without fail. Electricity is supplied through installations at the assigned place. Cable is to be supplied by the owner of the lorry.

### **5.6 MUSIC RIGHTS**

The music rights for the freestyle competitions are the sole responsibility of the riders. The OC declines any responsibility.

### **5.7 MOTORISED VEHICLES OR MOTORBIKES**

Motorised vehicles or motorbikes are strictly prohibited on the entire show grounds.

### **5.8 ACKNOWLEDGEMENT OF SHOW GROUND REGULATIONS**

As soon as NFs have presented their entries, athletes, also on behalf of the horse owners, as well as their employees/grooms, representatives and accompaniments are obliged, from the moment of arrival on the show grounds, to acknowledge and keep within the ALRV show ground regulations and rules of the official show schedule, to acknowledge and keep within the German Animal and Welfare Laws and Guidelines, and to behave according to the ethical principles in common practice.

Violations will be dealt with by the respective Ground Jury or Appeal Committee.

Violation of this code will be dealt with by the respective Ground Jury or Appeal Committee, in accordance with the Rules and Regulations of the FEI.



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## Age of Athletes and Horses according to the Event's Category:

Event's Category	Age of Athletes	Age of Horses
Grand Prix/Grand Prix Special/ Grand Prix Freestyle/ Intermediate II/Intermediate A/ Intermediate B	As of 16 <sup>th</sup> year	Min 8 y.o.
Prix St. Georges/Intermediate I/ Intermediate I Freestyle	As of 16 <sup>th</sup> year	Min. 7 y.o.
CH-Y/CDIY/CDIOY	As of 16 <sup>th</sup> year to end 21 <sup>st</sup> year	Min. 7 y.o.
CH-J/CDIJ/CDIOJ	As of 14 <sup>th</sup> year to end 18 <sup>th</sup> year	Min. 6 y.o.
CH-P/CDIP/CDIOP	As of 12 <sup>th</sup> year to end 16 <sup>th</sup> year	Min. 6 y.o.
CH-Ch/CDICh/CDIOCh	As of 12 <sup>th</sup> year to end 14 <sup>th</sup> year	Min. 6 y.o.
CH-U25/CDIU25/CDIOU25	As of 16 <sup>th</sup> year to end 25 <sup>th</sup> year	Min. 8 y.o.
CDIAm	As of 26 <sup>th</sup> year	Min. 7 y.o. Medium tour Min. 8 y.o.
CDIYH	As of 16 <sup>th</sup> year	Min. 5 y.o. – Max. 7 y.o.
CH-M-YH-D	As of 16 <sup>th</sup> year	5 y.o. / 6 y.o. / 7 y.o.

## 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

The account (one per athlete) will be made, based upon the definite entries. Payments must be made in € (Euro) in cash or by credit card.

### Settlement of accounts per athlete

The Organising Committee is authorised to deduct any possible outstanding duties from the payment. Each athlete is obliged to forward the prize-money as well as any reimbursement to the respective horse owner.

Each athlete is obliged to check and sign the final account at the accounting office before departure. The horse passports will only be handed out after the accounts have been settled.

### Taxation of Foreign Horse Owners, Athletes and Grooms:

According to § 50a - Abs. 4 EStG of the German Tax Rights the OC must detain tax (withholding tax on income earned) from all accounts paid out to foreign horse owners, athletes and grooms.

The horse owners and athletes can apply for exemption of these taxes at the Central Federal Office for Finances, if the lawful requirements are met: Bundeszentralamt für Steuern, An der Kuppe 1, 53225 Bonn, Germany, phone: +49 228-4060, fax: +49 228-4062661. An exemption of these taxes is only possible if the appropriate certificate is submitted. The documents for the exemption of tax can be downloaded from the website [www.bzst.bund.de](http://www.bzst.bund.de). Subject to change.

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## 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 announced for the competition. Distribution of prize money : distributed to 25 % of participants. If there are between 5 and 19 athletes in the competition, min 5 prizes must be distributed.

If there are 4 or less athletes in the competition, the table below applies.

Number of Starters	1	2	3	4	From 5 and above
1 <sup>st</sup>	33%	33%	33%	33%	All the prize money scheduled must be distributed among all placed athletes.
2 <sup>nd</sup>		25%	25%	25%	
3 <sup>rd</sup>			20%	20%	
4 <sup>th</sup>				15%	
Total distributed	33%	58%	78%	93%	

The amount to be given to each athletes must be stated in the schedule.

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## XV. ANNEXES

### 1. FEI Entry System

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

**FEI ID<sup>1</sup>:** 10003250  
**Name\*:** Kun  
**First Name\*:** Jana  
**E-Mail\*:** jana.kun@chioaachen.de  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:** CDIY/CDIJ/CDIP

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**FEI ID<sup>1</sup>:** 10105436  
**Name\*:** Rosenberg  
**First Name\*:** Birgit  
**E-Mail\*:** birgit.rosenberg@chioaachen.de  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:** CDIY/CDIJ/CDIP

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**FEI ID<sup>1</sup>:** 10016616  
**Name\*:** von Fallois  
**First Name\*:** Bettina  
**E-Mail\*:** bettina.vonfallois@chioaachen.de  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:** CDIY/CDIJ/CDIP

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1) If already have an FEI user account.

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

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

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

\*) Mandatory Fields

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### 2. RESULTS

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

All relevant information, file format and tutorial can be found on this page:

<http://inside.fei.org/fei/your-role/Organisers/dressage/results-forms>

If you or your provider are unable to produce the required files, results will be accepted by e-mail to [dressageresults@fei.org](mailto:dressageresults@fei.org), in the proper XML format immediately after the event. Please refer to compulsory format for CDIs; the file can be downloaded using the following link: <http://inside.fei.org/fei/your-role/Organisers/xml-format>

All results must include FEI Passport Registration number of horses and FEI ID number 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 two (2) days following the Event for all disciplines managed by an online entry system and five (5) days for all other discipline(s), unless otherwise specified for qualification and ranking reasons as communicated by the FEI. Failure from organisers of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.

**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**