



**CANADIAN
INTERPROVINCIAL
EQUESTRIAN
CHAMPIONSHIPS** | **CHAMPIONNATS
ÉQUESTRES
INTERPROVINCIAUX
DU CANADA**

2015

Technical Package



Equine Canada PRESENTS
THE CANADIAN INTERPROVINCIAL EQUESTRIAN CHAMPIONSHIPS

SECTION I. GENERAL INFORMATION

1. Denomination of Event

STATUS: Canadian Interprovincial Equestrian Championships

DATE: September 25-26-27, 2015

LOCATION: Wesley Clover Park 401 Corkstown Rd, Ottawa, Ontario, K2H 8T1

2. Organizing Committee

Equine Canada
308 Leggett Drive, Suite 100
Ottawa, Ontario
K2K 1Y6

3. Event Coordinator

Cassandra Hargrave
Equine Canada
308 Leggett Drive, Suite 100
Ottawa, Ontario K2K 1Y6
ciec@equinecanada.ca
1-866-282-8395

SECTION II. SPECIFIC TECHNICAL CONDITIONS

1. Venue:

The Dressage, Jumping and Reining events will take place at Wesley Clover Park, Ottawa, Ontario. The Dressage and Jumping events will be held in outdoor rings, the Reining event will be held in an indoor arena.

2. Competition Arenas

Dressage - Ring # 3

Sand, Dimensions 82m x 44m

Jumping – Ring # 1

All-Weather Footing, Dimensions 61m x 91m

Reining – Indoor Arena # 7

Dimensions: 80 x 24 m

3. Warm-up Rings

Dressage – Ring #5

Sand, Dimensions 68m x 28m

Jumping – Ring # 2

Sand, Dimensions 81 x 62 m

Reining – Ring #6

Sand, Dimensions 28m x 68m



SECTION III. INVITATIONS

CIEC INVITATION:

All Provincial/Territorial Sport Organizations of Canada are invited to enter the Canadian Interprovincial Equestrian Championships.

CIEC PURPOSE:

The Canadian Interprovincial Equestrian Championships is a multi-discipline competition whereby provincial/territorial equestrian organizations field teams representing their respective province/territory. This event is a key event in the development of Equestrian's next generation of national, international and Olympic champions. This event affords an opportunity for athletes in the "Train the Competitor" stage of development to test their skills with their competitive peers from all over the country, while at the same time providing an avenue for talent identification.

In addition to Team awards, the Canadian Interprovincial Equestrian Championships honours the individual Junior and Senior Champion in the divisions of Jumper, Dressage, and Reining.

The 2015 Canadian Interprovincial Equestrian Championships is governed by the rules of Equine Canada. Equine Canada Discipline Rules will be used. Refer to **SECTION V for additional CIEC Exceptions.**

EQUINE CANADA STATEMENT OF PRINCIPLE:

Equine Canada, the National Federation of Canada, supports adherence to humane treatment of horses in all competitions under its jurisdiction.

Equine Canada is committed to:

- upholding the welfare of horses, regardless of value, as a primary consideration in all activities,
- requiring that horses be treated with kindness, respect and the compassion that they deserve, and that they never be subjected to mistreatment;
- ensuring that owners, trainers, exhibitors, and their agents use responsible care in the handling, treatment, and transportation of their horses as well as horses placed in their care for any purpose;
- providing for the continuous well-being of horses by encouraging routine inspection and consultation with health care professionals and competition officials to achieve the highest possible standards of nutrition, health, comfort, sanitation and safety as a manner of standard operating procedure;
- Providing current information on Code of Practice for the Care and Handling of Equines and other equine health and welfare initiatives;
- continuing to support scientific studies on equine health and welfare;
- requiring owners, trainers and exhibitors to know and follow their sanctioning organizations' rules and to work within industry regulations in all equestrian competitions, and
- Reviewing, revising and developing competition rules and regulations that protect the welfare of horses.

The standard by which conduct or treatment will be measured is that which a reasonable person, informed and experienced in generally accepted equine training and exhibition procedures, would determine to be neither cruel, abusive, nor inhumane.

Per Article A801, every entry at an EC-sanctioned competition shall constitute an agreement by the person responsible that the owner, lessee, trainer, manager, agent, coach, driver or athlete and horse shall be subject to the EC constitution and all rules of EC and any additional rules set by the competition. It is the responsibility of all individuals participating in any capacity in EC-sanctioned competitions to be knowledgeable regarding the EC constitution and the applicable rules of EC and the additional rules, if any, imposed by the competition. **Do not participate in this EC- sanctioned competition in any capacity if you do not consent to be bound by the constitution and rules of EC and any additional rules imposed by the competition.**

SECTION IV. TEAM STRUCTURE

1. P/TSO OFFICIALS

- All Team Officials must be 2015 Members in Good standing of their respective provincial equestrian federation /association. P/TSO Chef d'Equipes and athletes must have an Equine Canada Bronze Sport License.
- All P/TSO Coaches must have an Equine Canada Gold Sport License.
- Only declared Official Team members will receive CIEC accreditation.

P/TSO Chef d'Equipes:

- Each P/TSO will be represented by a Team Chef d'Equipes.
- P/TSO's may have its own criteria/standards for Team Chef d'Equipes Selection process.
- Only the pre-designated P/TSO Chef d'Equipes is permitted to deal directly with the Organizing Committee.

P/TSO Representative:

- Each P/TSO may appoint a representative from its respective province/territory.
- The P/TSO will determine the specific role played by its pre-determined P/TSO Representative.

Team Coach:

- Each P/TSO will be represented by a Team Coach.
- If a P/TSO does not have a separate Team Coach, it will name a discipline coach to fulfill that role.
- A current NCCP/EC Certified Competition Coach, Competition Coach Specialist, or High Performance 1 Coach (or current NCCP/EC Certified Coach 1, 2, or 3) is eligible to be the P/TSO Team Coach.
- If a P/TSO is unable to fill this position, it shall follow one of the following options:
 1. submit the Certified Coach Exemption Request to the organizing committee at the same time as Definite Entries, or
 2. it may use a certified coach from another province, upon that P/TSO's approval.

Discipline Coach

- A P/TSO will accredit one coach for each of the three CIEC Disciplines.
- A current NCCP/EC Certified Competition Coach, Competition Coach Specialist, or High Performance 1 Coach (or current NCCP/EC Certified Coach 1, 2, or 3) is eligible to act as the Discipline Coach.
- If a P/TSO is unable to fill this position, it shall follow one of the following options:
 1. submit the Certified Coach Exemption Request to the organizing committee at the same time as Definite Entries, or
 2. it may use a certified coach from another province, upon that P/TSO's approval.

Individual Athlete Coach

- An athlete may bring his/her personal coach to the Championships – at the athlete's expense. An Individual athlete's coach is not permitted in the warm-up or competition ring unless approved by the Team Chef d'Equipes prior to the Championships start date. The Chef d'Equipes will request accreditation from the Organizing Committee for an individual athlete's coach accreditation.

2. ATHLETES

- All athletes must be 2015 Members in Good standing of their respective provincial equestrian federation /association
- An Equine Canada Bronze Sport License is required.

Junior and Senior Age Groups

- **Junior:** A competitor is considered a junior who is 17 years of age and under as of January 1, 2015 (born in 1997 or later).
- **Senior:** A competitor is considered a senior who is 18 years of age and over as of January 1, 2015 (born in 1996 or before).

3. TEAM SIZE

- Each provincial or territorial discipline team must comprise of a minimum of 2 athletes and a maximum of 4 athletes.
- For teams of 2 athletes, one must be a junior and one must be a senior.
- For teams of 3 athletes, at least one must be a junior and at least one must be a senior.
- For teams of 4 athletes, two must be juniors and two must be seniors.

If in the event where a P/TSO cannot enter a full team, individual athletes may represent a P/TSO. **Any** P/TSO that cannot enter **an eligible team** may enter one or two individual competitors **per Discipline**. Points earned by individual competitors will count only towards Individual Awards.

4. HORSES

a. Leased Horses - The organizing committee will make every attempt to provide leased horses for all provinces with the exception of Ontario, and its bordering provinces of Quebec and Manitoba.

The cost for each leased horse is \$1,500.00. + GST. This will include:

1. Owner Fee;
2. Transportation of the Horse to and from the competition grounds;
3. Feed
4. Tack and grooming equipment
5. One stall
5. One tack/feed stall for up to four (4) horses/team

The P/TSO will be responsible to pre-order and pay for shavings for their respective team.

The P/TSO's are required to inform the Organizing Committee no later than **June 2, 2015**, if the P/TSO will be leasing horses for this competition.

b. Owned Horses - Transportation will be at the expense of the participants. Participants will need to supply their own buckets for feed and water as well as muck buckets/forks. The P/TSO will be responsible to pre-order and pay for shavings and hay/feed.

SECTION V. CIEC DISCIPLINE SPECIFICATIONS AND CRITERIA

1. GENERAL

- The 2015 Canadian Interprovincial Equestrian Championships is governed by the rules of Equine Canada. Equine Canada Discipline Rules will be used. Additional CIEC Exceptions are outlined in this section.
- An athlete may only compete on one horse in any class at the CIEC.
- A horse may only be shown once in any given class at the CIEC.
- Competition Number - only numbers issues by the competition organizing committee will be permitted. Numbers MUST be clearly visible at all times when mounted both for schooling and in competition.
- It is strongly recommended that Senior Reining athletes wear a properly- fitted, approved helmet at all times when mounted. All other athletes must abide by discipline specific helmet rules.

2. DRESSAGE

Athletes will compete at First Level Tests 2 & 3 over three days of Competition. EC Dressage Tests will be used.

Day 1 - Test 2

Day 2 - Test 3

Day 3 - Test 3

P/TSO Order of Go will be pre-determined at the Chef d'Equipes meetings the day before each class as stated above. Coaches will then have the opportunity to select the athletes for each of the rotations in the Order of Go.

Athlete Eligibility Restrictions:

An athlete is not eligible to compete at the CIEC if he/she has competed above Second Level in the current year.

An Athlete must have obtained a minimum score of 60 % at a P/TSO qualifier competition in the current year.

Whips are not permitted.

Test Callers are not permitted.

All Tests must be ridden from memory.

Horse Eligibility Restrictions:

A horse is not eligible to compete at the CIEC if it has competed above Second Level in the current year.

Leased horses may be exempt from this restriction at the discretion of the Organizing Committee.

Stallions may be shown by SENIOR ATHLETES ONLY.

3. JUMPING

Athletes will compete at the 1.10 m level over three days of Competition. Specifically,

Day 1 – CIEC Welcome Jumper class will be run under Table A - FEI Article 238.2.2 as a one round with an immediate jump off where no faults were incurred in the first round.

Day 2 – CIEC Speed Jumper class will be run under Table A - FEI Article 238.2.1 as a one round against the clock. In the event of equality of penalties for first place, there will be one jump-off against the clock. Other athletes are placed according to their penalties and time in the first round.

Day 3 – CIEC Mini Prix Jumper class will be run under Table A - FEI Article 238.2.2 with return jump off for competitors clear in the first round.

P/TSO Order of Go will be pre-determined at the Chef d'Equipes meetings the day before each class as stated above. Coaches will then have the opportunity to select the athletes for each of the rotations in the Order of Go.

Athlete Eligibility Restrictions:

An athlete is not eligible to compete at the CIEC if he/she has competed above the 1.20 m level in the current year.

An Athlete must have completed at a minimum, a 1.10 m level class at an Equine Canada Sanctioned competition in the current year

Horse Eligibility Restrictions:

A horse is not eligible to compete at the CIEC if it has competed above the 1.20 m level in the current year.

Leased horses may be exempt from this restriction at the discretion of the Organizing Committee.

Stallions may be shown by SENIOR ATHLETES ONLY.

4. REINING

Athletes will compete in three one-handed Reining Patterns over three days of Competition.

Day 1 – Pattern # 4

Day 2 – Pattern # 6

Day 3 – Pattern # 9

P/TSO Order of Go will be pre-determined at the Chef d'Equipes meetings the day before each class as stated above. Coaches will then have the opportunity to select the athletes for each of the rotations in the Order of Go.

Athlete Eligibility Restrictions:

An Athlete must have obtained a minimum score of 65 at a P/TSO qualifier competition in the current year.

An Athlete is not eligible to compete in the CIEC if he/she has competed at the Reining Championships for Junior or Young Athletes at the NAJYRC in the current year.

Senior athletes whose names appear on the current year's NRHA Ineligibility Lists as a Limited Non-Pro or Rookie Pro are not eligible to compete.

Horse Eligibility Restrictions:

A horse is not eligible to compete at the CIEC if it has competed at the Reining Championships for Junior or Young Athletes at the NAJYRC in the current year.

Leased horses may be exempt from this restriction at the discretion of the Organizing Committee.

Stallions may be shown by SENIOR ATHLETES ONLY.

SECTION VI. AWARDS

1. Class Ribbons

Ribbons will be presented to 10th place immediately following each of the three championship discipline classes. Junior and Senior athletes will compete against each other in the same class for class ribbons.

2. Individual Awards and Championships

For Individual Championships, medals and sashes will be presented to each of the competitors placing first, second and third.

Dressage

- The top 15 scores of each Dressage class will serve to determine the Individual Junior and Senior Championship Awards.
- The sum of the actual scores earned in each class by each junior athlete will determine the Junior Individual Dressage Champion.
- The sum of the actual scores earned in each class by each senior athlete will determine the Senior Individual Dressage Champion.

Tie Breaking Procedures

The winner is the horse/athlete combination having the highest total points; Second place is the horse/athlete combination with the next highest total points and so on. In the case of equality of points, the horse/athlete combination with the highest total of collective marks shall be declared the winner. If the collective marks are tied, the tie will be broken by using the following methodology:

1. The athlete with the greatest number of 1st placing's, if still tied;
2. The athlete with the greatest number of 2nd placing's, if still tied;
3. The athlete with the greatest number of 3rd placing's, and so on until such tie is broken.

Jumping

- The top 15 placed athletes of each jumper class will receive points as per the CIEC Point Chart.
- The sum of the points earned in each class by each junior athlete will determine the Junior Individual Jumping Champion.
- The sum of the points earned in each class by each senior athlete will determine the Senior Individual Jumping Champion.

Tie Breaking Procedures

If a tie should occur, it will be broken by using the following methodology:

1. The athlete with the greatest number of 1st placing's, if still tied;
2. The athlete with the greatest number of 2nd placing's, if still tied;
3. The athlete with the greatest number of 3rd placing's, and so on until such tie is broken.

Reining

- The top 15 scores of each Reining class will serve to determine the Individual Junior and Senior Championship Awards.
- The sum of the scores earned in each class by each junior athlete will determine the Junior Individual Reining Champion.
- The sum of the scores earned in each class by each senior athlete will determine the Senior Individual Reining Champion

Tie Breaking Procedures

If a tie should occur, it will be broken by using the following methodology:

1. The athlete with the greatest number of 1st placing's, if still tied;
2. The athlete with the greatest number of 2nd placing's, if still tied;
3. The athlete with the greatest number of 3rd placing's, and so on until such tie is broken.

3. Discipline Team Awards and Championships

Team Championship awards will be presented for Dressage, Jumping and Reining. Medals and sashes will be presented to each of the teams placing first, second and third for each of the three disciplines.

- The Dressage Team Championship will be determined by adding the best junior score per province per dressage class and the best senior score per province per dressage class.
- The Jumper Team Championship will be determined by adding the best junior point score per province per jumper class and the best senior point score per province per jumper class.
- The Reining Team Championship will be determined by adding the best junior score per province per reining class and the best senior score per province per reining class.

Tie Breaking Procedures

Dressage - In the event that there is a tie for first place in the Dressage Team Championship, the Team with the greatest number of 1st placings will be declared the winner. If still tied, the Team with the greatest number of 2nd placings will be declared the winner. If still tied, the Team with the greatest number of 3rd placings will be declared the winner, and so on.

Jumping - In the event that there is a tie for first place in the Jumping Team Championship, the Team with the greatest number of 1st placings will be declared the winner. If still tied, the Team with the greatest number of 2nd placings will be declared the winner. If still tied, the Team with the greatest number of 3rd placings will be declared the winner, and so on.

Reining – In the event that there is a tie for first place in the Reining Team Championship, the Team with the greatest number of 1st placings will be declared the winner. If still tied, the Team with the greatest number of 2nd placings will be declared the winner. If still tied, the Team with the greatest number of 3rd placings will be declared the winner, and so on.

CIEC Point Chart

- 1st place = 15 points, 2nd place = 14 points, 3rd place = 13 points, 4th place = 12 points, 5th place = 11 points, 6th place = 10 points, 7th place = 9 points, 8th place = 8 points, 9th place = 7 points, 10th place = 6 points, 11th place = 5 points, 12th place = 4 points, 13th place = 3 points, 14th place = 2 points, 15th place = 1 point.

Sample Point Calculation Chart for Dressage and Reining

Teams	Rider	Horse	Class 1		Class 2		Class 3		Junior individual championships	Senior individual championships	Rank	Team championships	
			Rank	Score	Rank	Score	Rank	Score					
Team 1	Jr	Rider A	Horse A	14	64.24	3	68.99	7	66.89	200.120		2	412.649
	Jr	Rider B	Horse B	6	68.189	15	60	13	60.323	188.512		4	
	Sr	Rider C	Horse C	1	71.08	2	69.5	3	68		208.58	1	
	Sr	Rider D	Horse D	10	65.5	9	65.75	5	67.56		198.81	3	

Sample Point Calculation Chart for Jumping

Teams	Rider	Horse	Class 1		Class 2		Class 3		Junior individual championships	Senior individual championships	Rank	Team championships	
			Rank	Points	Rank	Points	Rank	Points					
Team 2	Jr	Rider A	Horse A	3	13	1	15	8	8	36		1	69
	Jr	Rider B	Horse B	13	3	12	4	15	1	8		4	
	Sr	Rider C	Horse C	9	7	4	12	2	14		33	2	
	Sr	Rider D	Horse D	11	5	7	9	5	11		25	3	

Other Awards

4. Most Improved Award

The Most Improved P/TSO Award will be presented to the P/TSO whose overall Team (all three disciplines) results improved the most from the previous year's CIEC. In order to be eligible, the P/TSO must have accumulated Overall Team (all three disciplines) Points in the previous year's CIEC.

5. Championship Team Title

The All-Around Championship Team will be awarded to the P/TSO who has accumulated the most points in all three disciplines combined. The team will be presented with the CIEC Cup along with Medals and sashes.

Methodology:

The top 15 placed junior and senior athletes per class earn points as per the CIEC Point Chart. The sum of the best junior point score and the best senior point score per class per province are used to determine the overall ranking of the Teams. The Team having earned the most points is awarded the CIEC Cup.

6. Athlete Sportsmanship Award

Any Athlete participating in the CIEC is eligible to be nominated for a CIEC Athlete Sportsmanship Award. Each Chef d'Equipes will be provided with one Athlete Sportsmanship Nomination Form by the organizing committee at the competition. Each Chef d'Equipes may nominate one participating Athlete in the CIEC competition from any team. Nominations must be submitted to the organizing committee by 12:00 noon Sunday, September 27th, 2015.

SECTION VII. STABLING, FACILITIES AND SERVICES

1. Stabling

Stabling services will be available from **Wednesday, September 23, 2015 to Monday, September 28, 2015 12:00 noon.**

Early arrivals will be accepted on Tuesday, September 22, 2015. **Early arrival stabling fees will be charged.**

All horses must be on the grounds by 11:00 a.m. Thursday, September 24, 2015 to facilitate mandatory vet checks.

P/TSO's Chef d'Equipes are required to email at ciec@equinecanada.ca on or before September 7, 2015 to advise of anticipated arrival date and time.

Arrival/Departure

The time and date of arrival of athletes and horses and their means of transport must be given to the Organizing Committee in writing, in order to facilitate them upon their arrival.

Horses must be off the property no later than 12:00 noon, Monday, September 28, 2015.

Security

Wesley Clover Park is a secure facility with equipped with video surveillance cameras in a main area. There will be night watchperson on site throughout the event.

Stalls

Stabling will be on the site in 10' x 10' temporary stalls.

One stall per CIEC participant will be offered free of charge for participant's horse.

One tack/feed stall for every team (4 horses).

Additional stalls are available at a cost of \$150.00. These stalls are limited and will be issued on a first-come-first-serve basis.

Feed/Bedding

Only the P/TSO Team Chef d'Equipes is authorized to order feed and bedding in the show office. In turn the Chef d'Equipes must sign the order form in office and on delivery to barn.

P/TSO's are urged to pre-order feed and shavings before September 11, 2015 to ensure delivery prior to their arrival. Pre-orders can be made online at www.cec-en.ca using Form B.

2. Stewarding Of Stable Area

At least one stable steward, who is directly responsible to the Organizing Committee, will be present or readily available in the vicinity of the stable area during the competition. He/she may be assisted by deputies, as required. The steward/deputies will regularly patrol the stable area, without establishing any predetermined pattern, to discourage any form of illegal practices or abuses to horses. Any misdemeanors must immediately be reported to the stable steward who must, in turn, report to the Chief Steward.

The duty of the stewards is therefore to safeguard the welfare of the horses and to prevent any form of illegal practices.

3. Smoking and/or alcoholic beverages are strictly prohibited permitted in the stable area. Smoking is only permitted in designated smoking areas.

4. Accommodations

Accommodations will be at the expense of the participants including competitors, Chef d'Equipes, coaches, P/TSO representative and grooms. **Please note that early reservations are essential.**

The CIEC Host Hotel

Brookstreet Hotel
525 Legget Drive, Ottawa, Ontario,
K2K W2W
1-888-826-2220



To reserve your room online go to :
<https://aws.passkey.com/g/49963948>

Parking and Internet are complimentary

Camping/RV at Wesley Clover Park

Camping/RV is available on the show grounds: \$195.00 + HST (30 amps electrical hook-up and water site)

To make a reservation, please call 1-613-828-6632

SECTION VIII. MEDICAL/VETERINARY MATTERS

Horse owners are responsible for all expenses related to medical, veterinary or farrier services.

- 1. Attending Veterinarian** - A veterinarian will be in attendance for the duration of the event.
- 2. Farrier:** Farriers will be in attendance from September 23rd to the 27th, 2015. A schedule will be posted. All fees must be paid directly to the farrier upon completion of service.
- 3. Paramedic Team:** A Paramedic will be in attendance for the duration of the Event.

4. Veterinary Requirements

- **Coggins Test**

A valid Coggins test for every horse, from the current year, **must** accompany the P/TSO Definite Entry Form. No horses will be permitted into the stabling area unless a copy of the document has been provided with the definite entries.

- **Equine Influenza Vaccination**

It is **highly recommended** that ALL horses and ponies have received two injections for primary vaccination against equine influenza, given no less than 21 days and no more than 92 days apart. In addition, a booster injection must be recorded as having been given within each succeeding 12 months, subsequent to the second injection of the primary vaccination. None of these injections must have been given within the preceding 7 days including the day of the competition or of entry into the competition stables.

5. Veterinary Inspection/Jog

All Leased Horses must be on the CIEC grounds by 11:00 a.m. Wednesday, September 23, 2015 for Blood Sampling.

All other horses must be on the grounds and ready for veterinary inspection by 11:00 am Thursday, September 24, 2015.

All Team members are highly encouraged to view the video explaining this inspection in order to better prepare for this inspection.

The link to this video is on the CIEC website at <http://www.cec-en.ca/veterinary-matters.html>

6. Biosecurity Standards will be in effect for the CIEC. All teams are required to read and understand the CIEC Biosecurity protocols prior to arrival. These standards will be made available to teams via Chef d'Equipes and the CIEC website.

SECTION IX. MISCELLANEOUS

1. Objections/Complaints

The Organizing committee will appoint a panel who will be on site during the competition to handle any objections/complaints reported by the P/TSO Chef d'Equipes.

2. Insurance

Neither the Canadian Interprovincial Equestrian Championships, Equine Canada, Wesley Clover Park, Officials, Judges, Stewards, Course Designers, the CIEC Organizing Committee, or any of the respective employees, volunteers and members, accept any liability for any accident, damage, injury or illness to horses, owners, athletes, attendants, spectators or any property or person whatsoever.

All owners and competitors are personally responsible for damages to third parties caused by themselves, their employees, their agents and/or their horses. They are therefore required to obtain and maintain third party liability insurance covering all exposures they may encounter for the duration of the event. ***Current 2015 P/TSO membership from your Province of residence is required by all team members, team officials and individual coaches.***

Acknowledgement of Risk and Release of Liability

All team members, including athletes/competitors, team coaches, Chef d'Equipes, Discipline Coaches, P/TSO representative, Individual Athlete Coach and Groom(s), if applicable, are required to sign an individual Acknowledgement of Risk and Release of Liability (Form D). These signed Releases (Form D) must be submitted by the P/TSO's with Definite Entry Form documentation and payment.

3. Schedule Modification

In exceptional circumstances, together with the approval of the Chefs d'Equipes and Ground Jury, the Organizing Committee reserves the right to modify the schedule in order to clarify any matter arising from any omission or due to unforeseen circumstances. Any such changes will be notified to all competitors, chefs and officials as soon as possible.

4. Entry Right to Competition Grounds

Horse owners, athletes, grooms, official team coaches, individual trainers, team chefs and team veterinarian will be granted free passes to the show grounds.

Only Chef d'Equipes and P/TSO representatives are permitted to enter the show office or have official status with CIEC Organizing Committee.

5. Schooling

A schooling schedule will be designated and posted by the organizing committee.

6. Advertising and Publicity on Competitors and Horses

The competitors may carry the logo of their P/TSO and/or sponsor or association on the saddle pad.

7. Stewarding Of Practice Arena

All practice areas will be open only when scheduled and under the supervision of a Steward or their appointed deputy.

8. Dogs

Dogs are welcome but must be on a leash at all times. The owners of the dogs caught off leash will be charged a \$50 penalty. Please do not let your pet/friend/dog ruin a possible championship ride.

SECTION X. ENTRY FORMS

1. Entry Form Requirements

Entries forms are available online through the CIEC website www.cec-en.ca . All P/TSO's are asked to use these online forms to register their respective teams for the CIEC.

P'TSO's are required to adhere to the following deadlines:

1. **Entry in Principle (Form A) – JUNE 2, 2015:** The P/TSO will submit to Organizing Committee as to the **intention** to send a team and/or individual competitors without giving names of competitors or horses. Completed Entry in Principle (Form A) must be received by the Organizing Committee on or before **June 2, 2015**.

2. **Leased Horses – JUNE 2, 2015:** The P/TSO will inform the Organizing Committee if the P/TSO will be leasing horses for use during the Competition and how many are required for each discipline. Completed Horse Lease requirements on the Entry in Principle (Form A), must be received by the Organizing Committee on or before **June 2, 2015**.

3. Definite Entry Documentation

All Definite Entry documentation and fees must be signed by the P/TSO and received by Organizing Committee on or before Tuesday, September 1st, 2015.

1. Payment Schedule and payment of fees (Form "B")
2. Definite Entry Form "C" – final selection of Team(s) Athlete Names and Horses
3. Acknowledgement of Risk and Release of Liability (Forms "D")
4. Photo Release (Form "E")

2. Refund Policy

No refunds will be possible after the Definite Entry Deadline of **Tuesday, September 1st, 2015**

3. Substitutions:

After the Definite Entry Deadline (**Tuesday, September 1st, 2015**), substitutions for horses are permitted by the Organizing Committee upon receipt of a veterinary certificate indicating the reason for which the horse is incapable of travelling and/or participating in the 2015 CIEC. The substituted horse must meet all eligibility criteria as outlined in this technical package. No athlete substitutions are permitted after the Definite Entry Deadline.

4. Summary of Fees

Fees must accompany Definite Entry Form "C" as follows:

Definite Entry: \$75.00 + GST per provincial/territorial athlete

Equine Medication Control Fee: An equine medication control fee of **\$3.50** per horse will be charged.

Additional tack/feed stalls: **\$150.00 + GST** will be charged plus applicable taxes for additional tack stalls. Please note these stalls will be limited and will be on a first come first serve basis.

5. Acknowledgement of risk and Release of Liability – Form D

6. Photo/Video Release Waiver - Form E