Event Organisers Guide

4.8 - Discipline Specific Guidelines & Resources

Other sections of the FEI Event Organisers Guide provide general information and guidance to help an Organiser establish, plan and put on an Event:

- A <u>venue</u> that is fit for purpose
- A team ready and able to organise and run the event (<u>Organising</u> <u>Committee</u>, <u>FEI Officials</u> & <u>Volunteers</u>)
- An <u>FEI schedule</u> informing NFs/Athletes of the event and all competition and logistical information
- Inviting NFs/Athletes and managing competition entries
- Providing other facilities and services such as <u>Stabling</u>, <u>Veterinary</u>, <u>Medical</u> and <u>Media</u>

How the Event and Competition are managed can be very specific to each discipline. Here are some additional documents and guidance for Organisers of events incorporating these specific disciplines:

JUMPING - Notes for FEI Jumping Show Organising Committees

EVENTING - FEI Eventing Memorandum (Guidelines for Organisers)

VAULTING - guidelines for Organisers of FEI Vaulting competitions on FEI Knowledgebase (see <u>section 4.8.1</u>)

DRIVING has established a <u>Toolbox</u> for their Organisers. This is a page on <u>inside.fei.org</u> referencing all useful guidelines and materials needed to plan and organise a successful FEI Driving Event. It has been created to give examples and templates of indispensable documents and information. The <u>Toolbox</u> is separated into 3 main sections:

- 1. FEI Guidelines for Driving Events direct link to guidelines here
- 2. Administration
- 3. Competition documents

Furthermore, a specific hub of information is available for Organisers of **FEI Driving World Cup** events. It can be accessed <u>here</u>. The hub includes dedicated **Guidelines for Organisers** of such competitions.

Discipline Specific Organiser Hubs on FEI Website

In addition to all information referenced above, there are <u>Discipline Specific</u>

<u>Organiser Sections on the FEI website</u> including dressage tests, results forms, report templates & other guidance. They can be found here:

- <u>lumping</u>
- <u>Dressage</u>
- Para Dressage
- Eventing
- <u>Driving & Para Driving</u>

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- Endurance
- Vaulting

Any questions?

If you have any questions regarding organising FEI competitions or would like further advice not available through this guide please contact your **National Federation** or the relevant FEI department **here**.

Unique solution ID: #1110

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Last update: 2023-11-16 13:45