

Is your 2009 paperwork complete?

Revised 07-21-2009

In order to expedite the processing of your paperwork, please take a few minutes to review this check list before submitting your paperwork.

Refer to the attached page (*Competing Abroad*) for an explanation of the requirements listed below.

For International FEI Level Competitions (Including Canada & Mexico) *Have you...*

- Renewed your 2009 USEF Membership? See #4 on the attached page (*Competing Abroad*)
- Registered yourself and your horse(s) with the FEI for the year 2009? See # 6 on the attached page (*Competing Abroad*)
- Life Recorded your horse(s) (if US owned) with USEF? See # 5 on the attached page (*Competing Abroad*)
- Does your horse(s) have a valid FEI Passport? See # 5 on the attached page (*Competing Abroad*)
- If you are competing in Amateur Classes did you note that on page 1 of your Application for International Competition? See # 2 on the attached page (*Competing Abroad*)
- Clearly printed ALL information, and signed your 2009 Application for International Competition ? See # 2 on the attached page (*Competing Abroad*)
- Has the horse owner(s) signed your 2009 Code of Conduct & 2009 Release Form? (US owned horses only)
- Clearly printed ALL information, and signed your 2009 Eventing Fact Sheet (for Eventing Riders only)? See # 2 on the attached page (*Competing Abroad*)
- Clearly printed ALL information, and signed your 2009 Credit Card Authorization? Fees are NON REFUNDABLE See # 2 on the attached page (*Competing Abroad*)
- Did you read the criteria to compete in a foreign FEI competition in your discipline to determine if you meet the criteria? See # 2 on the attached page (*Competing Abroad*)
- If you do not meet the criteria did you submitted your letter requesting a waiver and include a list of your recent results? See # 2 on the attached page (*Competing Abroad*)

All of the documents mentioned above can be found on the USEF website, www.usef.org scroll to the very bottom of the page and click on [Athlete Services](#) in the center. Please check our website each time before submitting forms or applications to ensure that you are using the most current version. Please dispose of the old ones you may have on hand as we can no longer accept them.



United States Equestrian Federation, Inc.

The National Governing Body for Equestrian Sport Competing Abroad (Including Canada and Mexico)

Please refer to our website at www.usef.org, and click on [Disciplines, International](#) then [Athlete Services \(Competing Abroad\)](#)

- FEI Level Competitions:** If you wish to compete at the FEI level (CSI, CDI, CCI, CIC, CEI, CAI, CRI, CVI CPEDI competitions)
Refer to the following documents which are located under the webpage section *Applications, Forms and Procedures*.
 - *Is your 2009 Paperwork Complete?* – reference only, do not return
 - *2009 Procedure for Request for a Waiver* if applicable (see below for explanation)Print, complete and return the following documents which are located under the webpage section *Applications, Forms and Procedures*
 - *2009 Application for International Competition*
 - *2009 Eventing Fact Sheet* (for CCI's or CIC's only)
 - *2009 Credit Card Authorization*To determine if you meet the criteria to compete in a foreign FEI competition scroll down to your discipline and review the criteria. If you do not meet the criteria you will have to request a waiver. To learn how to go about requesting a waiver (if applicable) please refer to the document *2009 Procedure for Request for a Waiver to compete in FEI Competitions* located under the section *Applications, Forms and Procedures*. For Amateur Classes please refer to the document *Amateur Classes* located under the section *Show Jumping*.

For a complete list of FEI level competitions, please visit the FEI's website www.FEI.org. Click on *FEI online calendar search*.
- Withdrawing of Entries:** Athletes withdrawing from participation at a competition for which they have had an entry submitted or an invitation requested on their behalf by USEF may cause hardship to the Federation and to other athletes who may wish to obtain invitations to that competition in the future. Please refer to *Attention Jumpers - Withdrawal Policy* located under the section *Announcements*.
- 2009 Membership and 2009 High Performance (HP) Fee:** Regardless if you are competing in national level competitions or FEI level competitions, you will need to be an active (or life) member of USEF. Riders competing in FEI level competitions will be responsible to pay an High Performance (HP) fee in accordance with USEF GR207 (posted on the USEF website *under rules & governance/rule book/2009 rule book/general rules chapter 2, GR207*). For assistance with your membership or HP fee, please contact the Membership Department located in our Kentucky office at 859 258-2472.
- Horse Recordings and FEI Passports:** All US owned horses competing in FEI level competitions must be life recorded with USEF and must have a valid FEI passport. For assistance with horse recordings and FEI passports please contact the Horse Recording Department located in our Kentucky office at 859 258-2472.
- 2009 FEI Horse and Rider Registration:** An annual FEI registration is mandatory for all competitors (in all disciplines) and horses competing in FEI events. The registration form can be accessed on our website at www.usef.org (under *Breed & Disciplines, Athletes Services*). It is the responsibility of the competitor to communicate this information to their horse owner(s) and to see that this requirement is fulfilled. **If you are competing on a foreign owned horse it is your responsibility to make certain the horse is registered with the FEI through the horse's Federation.** For assistance with FEI Horse and Rider Registration please contact [Ashley Sobo](#) located in our [Kentucky office at 859 258-2472](#).

Should you have any further questions please contact Lynn Lopez in Athlete Services at llopez@usef.org



UNITED STATES EQUESTRIAN FEDERATION
THE NATIONAL GOVERNING BODY OF EQUESTRIAN SPORT

ATHLETE SERVICES

P.O. BOX 83, GLADSTONE, NJ 07934
PHONE (908) 326-1150 : FAX (908) 719-7588
Cindy Stys : cstys@usef.org Lynn Lopez : llopez@usef.org

**2009 Application for
International Competition**

Revised 07-21-2009

**Competition & Athlete Info
(For All Disciplines)**

Page 1

This form may be used for multiple competitions. However, all competitions must be listed below and a **NON-REFUNDABLE \$75** application fee for each competition must be remitted to United States Equestrian Federation, Inc. (USEF) before invitations will be requested or entries submitted. To be considered for the competitions you have listed below, applications should be received by **USEF Athlete Services, AT LEAST 2 MONTHS PRIOR TO THE COMPETITION** and accompanied by a **NON-REFUNDABLE \$75** application fee for **EACH** competition. You must be a **current USEF member of competing or life**. Please note the \$75 application fee is only refundable if the competition is cancelled or the Credentials Committee does not grant a rider a waiver for that particular competition.

COMPETITION INFORMATION

Competition Name – Indicate, Category, Star Level or Amateur Classes If uncertain of name check calendar on the FEI’s website www.fei.org	Jumpers only: max. fence heights you intend to jump	Country	Month & Date of Competition

Do you meet the criteria to compete abroad for your discipline? YES NO If you are not sure, the criteria can be sent to you upon request or found on the USEF website at www.usef.org under Breeds and Disciplines / Athlete Services-Competing Abroad. If you answered **NO**, you must request a waiver (MANDATORY/NON REFUNDABLE waiver request fee of \$200). Contact Athlete Services for **Procedure for Request for a Waiver to Compete In Foreign FEI Competitions (including CAN & MEX)** (also found on our website).

ATHLETE INFORMATION

FIRST name _____ LAST name _____
USEF # _____ FEI Registration # _____ Male Female
Email Address: _____ Date of Birth: MM-DD-YY _____

Drivers Only: Competing as: Singles Pairs Four-In-Hand Competing with: Horses Ponies

Vaulters Only: Competing as: Individual Team Member – name of Team _____

If competing as a team member 1) complete next 2 lines, 2) your coach must sign pages 4 & 5

Coach’s Name: _____ Coach’s Phone-Day: _____
Coach’s Email: _____ Coach’s Fax: _____

ATHLETE’S US MAILING ADDRESS, PHONE AND FAX # (INCLUDING AREA CODE)

Street: _____
City: _____ State: _____ Zip Code: _____
Phone – Day: _____ Phone – Evening: _____
Fax: _____ Phone – Cell: _____

ATHLETE’S INTERNATIONAL MAILING ADDRESS, PHONE AND FAX # (INCLUDING COUNTRY CODE)

Street: _____
Country: _____ I will be at this address from _____ until _____
Phone – Day: _____ Phone – Evening: _____
Fax: _____ Phone – Cell: _____

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Life Active FEI Reg Phone List Horse Info Qualified Waiver Needed Waiver Granted
 Comp List cca on hold Pd \$ _____ cca check / batch date sent to Finance _____ Athlete’s File Comp File

Please return this page (PREFERABLY BY FAX) to:

USEF / Athlete Services / PO Box 83/ Gladstone, NJ 07934 / Tel. 908 326-1150 / Fax 908 719-7588

YOU MUST COMPLETE & RETURN ALL PAGES



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**2009 Application for
 International Competition
 GR 807 Questionnaire
 (For All Disciplines)
 Page 2**

**IN ACCORDANCE WITH USEF GR 807 REGARDING PERMISSION
 TO COMPETE ABROAD, PLEASE ANSWER THE FOLLOWING QUESTIONS:**

1. Are you a US Citizen YES NO
2. Are you currently a USEF member in good standing of competing or life status? YES NO
The membership year starts on December 1st – November 30th of the following year. Memberships must be renewed each year unless you are a life member. Our Membership Department is located in our Kentucky office and can be reached by calling 859 258-2472.
3. Have you been charged or found in violation of FEI or USEF rules, or the rules of any other National Federation or USEF affiliated association? YES (SEE BELOW) NO
4. Have you been indicted, named in an information, convicted or disciplined by an administrative agency, humane society or court of law, whether civil, criminal or administrative, for an act, which would be in violation of USEF rules. YES NO

If You Have Answered Yes To #s 3 And / Or 4, Please Provide Details Below Which Must Be Signed & Dated.

5. By signing below, the applicant is verifying that the information above is accurate and agrees to immediately advise Athlete Services of USEF (phone number 908 326-1150) if any of the above answers change.
6. By signing below I understand the \$75 application fee per competition is only refundable if the competition is cancelled or the Credentials Committee does not grant a competitor a waiver for that particular competition and that the \$200 waiver request is non-refundable even if the waiver is denied.
7. I understand and agree that I will be responsible to pay an High Performance (HP) fee in accordance with USEF GR207 (posted on the USEF website *under rules & governance/rule book/2009 rule book/general rules chapter 2, GR207*)

_____ Athlete (print name)	_____ Athlete signature	_____ USEF #	_____ Date
_____ Parent/Guardian (print name)	_____ Parent or Guardian signature (if Athlete is under 18)	_____ USEF #	_____ Date

Please return this page (PREFERABLY BY FAX) to:
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**2009 Application for
 International Competition
 Horse Information Page
 (For All Disciplines)
 Page 3**

You may make additional copies of this page if you have more horses

PLEASE CLEARLY PRINT ALL INFORMATION AS IT APPEARS IN THE FEI PASSPORT

Horse's Name			
USEF Recording #			US owned horses <u>MUST</u> be Life Recorded with USEF
FEI Passport- format example: USA00000			<i>Horse must have valid FEI International Passport</i>
Sex		Breed	
Color		Sire	
Year of Birth		Dam	
Country of Birth		Sire of Dam	

THIS IS A FOREIGN OWNED HORSE **FOREIGN OWNED HORSES ARE NOT REQUIRED**

Owner's Last Name		TO BE LIFE RECORDED WITH USEF. FOREIGN OWNERS (NON US CITIZENS) ARE NOT REQUIRED TO BE MEMBERS OF USEF.
First Name		
Nationality		

THIS HORSE IS OWNED BY A US CITIZEN **IF HORSE IS OWNED BY A ORGANIZATION OR A FARM, YOU MUST ALSO PROVIDE THE NAME OF INDIVIDUAL WHO OWNS THE FARM OR ORGANIZATION. THIS INDIVIDUAL MUST BE AN ACTIVE MEMBER OF USEF (OR LIFE MEMBER)**

Owner Farm/Org.	
USEF #	
Owner's Last Name	
First Name	
USEF #	
Address:	
Town & State	

VAULTERS ONLY: COMPLETE THIS SECTION IN ADDITION TO THE ABOVE

Longeur: _____ Reserve Longeur: _____
 Will this horse also be used by another country in this same CVI? YES NO
 If you answered YES, which country will be responsible for the horse while the horse is at this CVI? Country: _____

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Horse: Foreign Owned US Owned Life Recorded 2009 FEI Reg
 Exp Date of Passport in AHSD _____ no passport info in AHSD
 Owner: Life Member Active Member not a US Citizen

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**2009 Application for
 International Competition
Code of Conduct
 (For All Disciplines)
 Page 4**

**UNITED STATES EQUESTRIAN FEDERATION, INC.
 CODE OF CONDUCT**

As a United States Equestrian Federation, Inc. (USEF) competitor and/or horse owner, I acknowledge my obligation to uphold and adhere to the highest standards of horsemanship, sportsmanship, and citizenship whenever I am representing my country whether as a team member, individual competitor, or horse owner, and whether during actual competition or not.

As a horseman, I will place my horse's welfare above all other considerations and faithfully observe both the USEF and the FEI Codes of Conduct.

As a sportsman, I will know and comply with all pertinent rules of USEF as my National Governing Body (NGB), the FEI as the International Governing Body, and, when applicable, the U.S. and International Olympic Committees, and honor the principles of fair play inherent in them. I will place the interests of the team above my own, and respect the decisions of its duly appointed/elected officials, made in the team's best interest.

As a citizen, I will respect the laws of my own country as well as those of foreign countries in which I or my horse(s) may compete. Knowing that as a USEF competitor and/or horse owner I also serve as an Ambassador for my sport, USEF, and my country. I will endeavor at all times to reflect credit on them through my conduct, dress, and behavior.

I clearly acknowledge my responsibility to ensure that my employees who accompany me whenever I am competing and/or representing my country also abide by this Code of Conduct.

I understand and accept that serious or repeated transgressions of these Codes may be grounds for suspension from a squad or team, or other appropriate disciplinary action. In addition, I agree to abide by selection procedures established by USEF wherever applicable.

Finally, I fully understand that entries will not be made until this application form is signed and completed in full and that this application indicates my intent to compete. Failure to participate may result in disciplinary action on USEF by the FEI (FEI Statutes 002.1, GR121.12). I agree to reimburse all fines imposed by the FEI on USEF for failure to participate in the competitions entered and agree to honor all other penalties including possible and further disciplinary action.

_____ Athlete (print name)	_____ Athlete signature	_____ USEF #	_____ Date
_____ Parent/Guardian (print name)	_____ Parent or Guardian signature (if Athlete is under 18)	_____ USEF #	_____ Date
_____ Owner – US Owner only(print name)	_____ Owner signature	_____ USEF #	_____ Date
_____ Name of Horse (print name)	_____ Horse's USEF #		
_____ Coach (print name) <i>for Vaulting only if competing as a team member</i>	_____ Coach signature If applicable) <i>for Vaulting only if competing as a team member</i>		_____ Date

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**2009 Application for
 International Competition
Release Form
 (For All Disciplines)**

Page 5

**UNITED STATES EQUESTRIAN FEDERATION, INC.
 RELEASE, ASSUMPTION OF RISK, WAIVER AND INDEMNIFICATION**

This document waives important legal rights. Read it carefully before signing.

I AGREE, in consideration for my participation as a competitor, and therefore a representative of the United States and the United States Equestrian Federation, Inc. (the National Federation), to the following:

I AGREE that I choose to participate voluntarily with my horse, as a rider, driver, handler, vaulter, longeur, lessee, owner, agent, or as parent or guardian of an exhibitor under 18 years of age. I am fully aware and acknowledge that horse sports involve inherent dangerous risks of accident, loss, and serious bodily injury including broken bones, head injuries, trauma, pain, suffering, or death ("Harm").

I AGREE to release the Federation from all claims for money damages or otherwise for any Harm to me or my horse and for any Harm caused by me or my horse to others, even if the Harm resulted, directly or indirectly, from the negligence of the Federation.

I AGREE to expressly assume all risks of Harm to me, or my horse, including Harm resulting from the negligence of the Federation.

I AGREE to indemnify (that is, to pay any losses, damages, or costs incurred by) the Federation and to hold it harmless with respect to claims for Harm to me, or my horse, and for claims made by others for any Harm caused by me, or my horse at the Competition.

I AGREE that "the Federation" as used above includes all of its officials, officers, directors, employees, agents, personnel, volunteers and affiliated organizations.

I represent that I have the requisite training, coaching and abilities to safely compete in this competition. BY SIGNING BELOW, I AGREE to be bound by all of the above terms, by all applicable Federation Bylaws and General Rules, FEI rules and USOC Bylaws..

Rider/Driver/Handler/Vaulter/Longeur

Signature: _____

Print Name: _____

Owner/Agent

Signature: _____

Print Name: _____

Parent/Guardian (Required if Rider/Driver/Handler/Vaulter/Longeur is under eighteen years of age.)

Signature: _____

Print Name: _____

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2009

Credit Card Authorization
For remitting payments for
Application Fees, and Waiver
Request Fees for Foreign FEI
Competitions

You still need to complete & return this form even if you've already submitted one for past payments

IMPORTANT – PLEASE READ CAREFULLY

Please note that there is no place on this form asking for your credit card number and expiration date. This is due to our security policy. **Please DO NOT write the information on this form. Please DO NOT send us this information by fax or email.** In order to complete the transaction, you will be asked (**we will notified by emailed when to do this**) to contact our Finance Department to provide the information. Until then your payment has not been completed.

Cardholder Information

Name of Cardholder			
Email Address			
Day Tel # <i>Include US area code or foreign country code</i>			
Evening Tel # <i>Include US area code or foreign country code</i>			
Cell # <i>Include US area code or foreign country code</i>			

Athlete Information

Please fill in the appropriate boxes below.

Athlete's Name			USEF #	
NON-REFUNDABLE application fee (\$75 for EACH competition listed below)				\$
	Competition Name & Category or Star Level	Country	Month & Date & Year	
<i>example</i>	CSIO 5* Aachen	GER	July 03-08, 2007	
1.				
2.				
3.				
4.				
NON-REFUNDABLE \$200 Waiver Request Fee for Foreign FEI Competition				\$
CHARGE THIS NON-REFUNDABLE TOTAL TO MY CREDIT CARD				\$

Please fax this page to 908 719-7588

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Invoice Created in AHSD Batch Date sent to Finance _____ / _____ / _____ amount to be charged \$ _____

THIS PAGE TO BE COMPLETED BY EVENTING RIDERS ONLY



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2009 Eventing Fact Sheet – Page 6

revised 07-21-2009

Below, please list in detail the horse and rider's competitive record of the previous 24 months, and include all future competitions leading to the event in question. If the horse competed with a different rider you must state this. **Please Clearly Print All Information**

Rider:		Name & *level of Competition:		
Horse:		Tel #(preferably cell)	E-Mail	Fax:

We will review your results on either the USEA, British Eventing or the FEI websites (whichever is applicable). If you have just competed in competition(s) in the past 2 weekends, please list your results below with horse you intend to compete with in foreign CCI or CIC since it's possible these results have not yet been posted on the above websites.

Date mo/yr	<i>Event name, category & level</i>	Completed yes / no?	<i>Horse's Name</i>	Dressage Score	X-C Jump Pen.	X-C Time Pen.	Show Jumping Jump Pen.	Placing

List future competitions you plan on using as qualifiers for the event in question (include division):

1.	4.
2.	5.
3.	6.

I acknowledge the information provided is true to the best of my knowledge and that I have not omitted any information relevant to qualifying under the current FEI/USEF rules.

Print name: _____ Signature: _____ Date: _____