

CHIO AACHEN

CCI04*-S

Aachen, GER

JULY 4 - 6, 2025

Targeted
Team Event



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Please visit the event's [official website](#) for the most up to date information.*

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TARGETED TEAM EVENT: CHIO AACHEN

US EQUESTRIAN TEAM PLAYBOOK

INTRODUCTION

The aim of the Playbook is to give all who are part of the U.S. Eventing Squad for the 2025 CHIO Aachen World Equestrian Festival an understanding of the logistical plan that is being put in place by the USEF. As a Targeted Team Opportunity, the Squad will receive funding, apparel, and Team Staff Support, which will be memorialized in an Athlete Funding Agreement.

As with any team competition, emphasis must be on ensuring our athletes and horses, supported by the grooms and Team Staff, can perform to their very best. We must maintain a performance environment throughout our time at Aachen and always keep in mind that you are representing the USA at these European competitions.

The competition venue is located within the city of Aachen and hosts Eventing, Jumping, Dressage, Driving, and Vaulting throughout the week.

We are continuously receiving updates and new information so this playbook can never cover all the details. The primary point of contact is Team Leader, Christina Vaughn.

This playbook contains helpful information for attending this Event. Please also familiarize yourself with the [FEI Schedule](#) and remember to check in at the show office upon arrival for the most up-to-date information.

PLEASE READ THIS PLAYBOOK AS IT CONTAINS IMPORTANT INFORMATION ABOUT TRAVEL PLANNING, CLIMATE, AND ACCOMMODATIONS.

Please contact Christina if you have any questions, observations, or suggestions as to how we can optimize the support of the athletes, grooms, and horses.

We would like to take this opportunity to thank the USEF, our sponsors, the USOPC and the USET Foundation and their very generous donors; without their financial support it would not be possible to put a plan in place. I would also like to thank the horse owners, without whom we would not have a team – their support, dedication and enthusiasm is very much appreciated.

Good luck to all!

Christina Vaughn

Christina Vaughn
Director, Eventing Elite Programs
T: +1 (859) 225-6917
E: cvaughn@usef.org

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APPLICATIONS

ENTRIES

Athletes must complete Online Application in their [USEF Athlete Dashboard](#)

Online Applications are required for selection to a Team. The Online Application section allows athletes to apply for selection to a CCIO at which the U.S. will field a Team. This process is managed by USEF Eventing. USEF will submit the FEI Entry for Athlete/Horse combinations that are named the Defender U.S. Eventing Squad, or as an Alternate to the Squad.

SELECTION TIMELINE

Applications Open: January 1, 2025, at 9:00 a.m. EST

Applications Close: May 16, 2025, at 5:00 p.m. EST

Team Selection: May 20, 2025

Team Departure: TBD and will be coordinated based on flight schedules

SELECTION PROCEDURES

As a Targeted Team Opportunity, the CHIO Aachen Squad follows the [2025 Targeted Team Opportunities Selection Procedures](#).

FUNDING

As a Targeted Team Opportunity, Athletes named to the CHIO Aachen Defender U.S. Eventing Squad will receive a travel stipend to assist with expenses associated with traveling to the event. In addition to the travel stipend, USEF will directly cover other expenses. An Athlete Funding Agreement for CHIO Aachen will be individually distributed to the Athlete by Team Leader, Christina Vaughn once the Team is named.

PRE-TRAVEL INFORMATION

VISAS

Due to start in 2025, U.S. citizens and non-E.U. nationals will need to complete the Entry/Exit System (EES) for all short-term stays in European countries. Registration and biometric data collection will be completed at a border control kiosk at the arrival airport.

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More information about EES can be found [here](#). It is the traveling individual's responsibility to check any visa requirements.

VACCINATIONS

In accordance with the CDC and USOPC recommendations, we advise that all Athletes, grooms, and traveling USEF support staff consider getting the new COVID vaccine now available against new strains as well as the seasonal flu vaccine. These vaccines can be administered at the same time. This is NOT a USOPC or USEF requirement, but it is highly recommended to protect our athletes, grooms, and all Team members. Please note it takes approximately two (2) weeks to maximize immunity.

TRAVEL INFORMATION

Equine transportation will be arranged by Team Leader, Christina Vaughn. It is the Athlete's responsibility to organize their personal travel to the Event.

EQUINE TRANSPORTATION

USA to GER: Dutta Horse Transport Inc. is the preferred USEF vendor for horse flights within the continental United States and to Europe.

- [Website](#)
- Phone: +1 (914) 276 3880
- Email: info@timdutta.com

Ground Transportation: Gelissen's Horse Transport is the preferred USEF vendor for ground transportation within continental Europe.

- [Website](#)
- Phone: +31 (0)46 43 73 574
- Email: info@horse-transport.nl

GER to USA: Dutta Horse Transport Inc. will work with Guido Klatte GmbH & Co.KG for export back to the United States.

- [Website](#)
- Phone: +49 (0) 44 72 / 94 00 70
- Email: guido@gklatte.de

Hay/Bedding: Please refer to the [FEI Schedule](#) for hay/bedding that is available at the venue.

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HUMAN TRANSPORTATION

All athletes, grooms, and owners are responsible for booking their travel itinerary. Below is a list of recommended international airports in close proximity to Aachen.

Cologne Bonn Airport (CGN)

- 51.3 miles (approximately 50 minutes) from the competition venue

Düsseldorf Airport Amsterdam (DUS)

- 57 miles (approximately 1 hour) from the competition venue

Antwerp International Airport (ANR)

- 85.7 miles (approximately 90 minutes) from the competition venue

Brussels Airport (BRU)

- 87.6 miles (approximately 90 minutes) from the competition venue

Amsterdam Airport (AMS)

- 145 miles (approximately 2 hours) from the competition venue

ATHLETE AND GROOM ACCOMMODATION

USEF has arranged rooms for athletes, grooms, and Team Staff at the Leonardo Hotel Aachen. This hotel is located 0.4 miles from the competition venue (11 minute walk or 3 minute drive).

Address: Krefelder Str. 221, 52070 Aachen, Germany

All communication with the hotel MUST be done through USEF Staff. If you have any questions regarding the hotel please contact Team Leader, Christina Vaughn (cvaughn@usef.org).

ADDITIONAL ACCOMMODATION

Owners and other supporters will be asked to arrange their own accommodation arrangements for the duration of the competition. Hotels may be booked through the [Aachen Tourist Services](#) and many hotels require booking through the tourism services. Rooms will sell out. It is highly recommended to book as soon as possible. Most hotels are within walking distance or provide a shuttle to the venue.

There are many local accommodation options. Below is a non-extensive list of nearby hotels. Recommendations from the event can also be found [here](#).

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Hotel	Website	Distance
Hampton by Hilton Aachen Tivoli	Click here	0.8 mi
PLATINIUM HOTEL	Click here	0.9 mi
Hotel Soers Aachen	Click here	1.0 mi
B&B HOTEL Aachen Nord	Click here	1.1 mi
Hotel Lousberg	Click here	1.2 mi
Parkhotel Quellenhof Aachen	Click here	1.5 mi
Cityhotel Kaiser Karl Aachen	Click here	1.7 mi

CAR SERVICE INFORMATION

Public Transport: There is public transport in Aachen which utilizes both buses and trains. There are numerous bus stops at the competition entrances that have extensive reach in and around Aachen.

Train: There are train lines from most of the international airports into the city of Aachen.

Taxi: Taxis use meters calculated by distance and time.

Rental Vehicles: For automatic vehicles, it is recommended to book the rental car with a large rental agency at the airport. There is an Enterprise location in the city of Aachen.

USA EVENTING GUIDE TO TRAVELING OVERSEAS

To view the USA Eventing Guide to Traveling Overseas click [here](#).

ACCREDITATION

Please review the [FEI Schedule](#) for the most up-to-date information on available accreditations. It is the athlete's responsibility to notify USEF on how their accreditations are to be distributed.

Team Staff: All Team Staff accreditation is organized by the USEF Staff.

APPAREL

As a Targeted Team Opportunity, athletes and grooms will be given a USA Ariat Team Kit clothing if they have not previously received one.

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HUMAN APPAREL

Athletes, Grooms, & Team Staff: Below is an outline of the supplied apparel provided by Ariat that will be given to team athletes, grooms, and Team Staff if they have not previously received one. These items will be mailed prior to the competition to the recipient or provided by the Team Leader on-venue. Sizing requests will be communicated by USEF.

- Ariat USA Windbreaker for the first Team competition opportunity
- Ariat USA Parka
- Ariat USA Vest
- Ariat USA Ballcap
- Ariat Softshell Jacket with the Defender Logo
- Ariat Hat with the Defender Logo
- x2 Ariat Team Polo Shirts

HORSE APPAREL

The equine athlete will receive the following articles to be used during training, horse inspections, competition and anytime outside of the stable:

- USA Scrim Sheet
- USA Stable Blanket
- USA Rain Sheet
- USA Saddle Pad
- USA Ear Bonnet (not compulsory)

The stables may be cold at night therefore grooms should pack accordingly. Per the USEF Horse & Human Apparel Policy, all horse apparel must be returned to the Team Leader after the competition. For any apparel not returned, the Athlete will be invoiced.

USEF HORSE & HUMAN APPAREL POLICY

The 2025 US Equestrian Horse & Human Apparel Policies for U.S. Eventing Teams can be found [here](#).

HOSPITALITY

VIP packages can be individually curated. For more information please see the contacts below.

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Andreas Stork

andreas.stork@chioaachen.de
+49241-88927-150

Bastian Heckert

bastian.heckert@chioaachen.de
+49241-88927-155

TICKETS & PARKING

All spectators must purchase tickets. Tickets are sold by multi-day or for the individual days. Tickets for all disciplines, including Eventing can be purchased [here](#). Please note that tickets are sold by stadium/session. To access the Eventing phases you will need the following:

- Dressage – Stadium Ticket for Deutsche Bank Stadium
- Show Jumping – Stadium Ticket for Main Stadium
- Cross Country – Grounds Admission

Tickets are also required for evening special events such as the opening ceremonies or symphonies. Although optional, it is highly recommended to stay for the Sunday Grand Prix. The full program can be found [here](#).

PARKING

There are limited spaces at the competition venue for parking. It is highly encouraged to book a parking ticket in advance. Parking tickets can be purchased [here](#).

Additional parking options include the numerous Park & Ride areas available near the venue. A shuttle bus will be operating routes to and from the parking lots to the main entrance.

More information about parking and shuttle buses can be found [here](#).

VENUE

The CHIO Aachen CCIO4*-S is located at the CHIO Aachen Sports Complex in Aachen, Germany. The venue will have the usual first-aid stations, a mixed zone where interviews can be held, a sports information desk, medical facilities, doping control facilities and Wi-Fi access. Considered the largest equestrian festival in the world, CHIO Aachen sees approximately 350,000 spectators.

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There are many shopping opportunities including the CHIO Aachen Village and food and beverage options located throughout the venue.

The venue address is **Albert-Servais-Allee 50, 52070 Aachen, Germany**

Accessibility: Information on handicapped accessibility can be found [here](#).

STABLES

Stalls: 3m x 3m.

TACK ROOMS

Tack rooms will be requested for each country, but anticipate limited space within the stables.

MAPS

All maps including a grounds overview, shopping opportunities, and cross country can be found [here](#).

COMPETITION SCHEDULES

The full schedule for CHIO Aachen can be found [here](#).

TEAM STAFF

As a Targeted Team Opportunity, Eventing Team Staff are available on-site for the duration of the competition.

CONTACT DETAILS

Name	Role	Phone	Email
Christina Vaughn	Team Leader	+1 859 225 6917	cvaughn@usef.org
Leslie Law	Chef d'Equipe & High-Performance Manager	+1 352 216 8464	leslielaweventing@hotmail.com

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Karyn Shuter	High Performance Advisor	+44 7817058711	karynshuter@googlemail.com
Dr. Susan Johns	Team Veterinarian	+1 540 250 0803	sjohnsvei@gmail.com
Beck Ratte	Team Farrier	+1 851 566 6820	ratteequine@yahoo.com
Linda Vegher	Team Equine Physiotherapist	+1 707 364 6056	lvegher@gmail.com

ROLES AND RESPONSIBILITIES

Name	Role	Primary Responsibilities
Christina Vaughn	Team Leader	<ul style="list-style-type: none"> • Coordinate travel to/from Point of Departure (Equine) • Confirmation of Definite Entries • Athlete management and athlete transport • Keeping copies of TUEs • Attend Chef d'Equipe meetings • Training time and facilities liaison • Departure process for horses, grooms, athletes, and discipline staff • Ensure stable areas are packed away and clean prior to departure • Ensure all athletes/grooms/staff have paid their room bills prior to departure • Groom Welfare and shopping needs • SafeSport regulations
Leslie Law	Chef d'Equipe & High-Performance Manager	<ul style="list-style-type: none"> • Competition strategy and management • Daily training and competition schedules • Attend Chef d'Equipe meetings • Primary spokesperson for discipline • Athlete management
Karyn Shuter	High Performance Advisor	<ul style="list-style-type: none"> • Provide recommendations to the HP Manager on performance strategies and tactics • Advise on the overall strategic and operational plans
Dr. Susan Johns	Team Veterinarian	<ul style="list-style-type: none"> • Pre-travel health papers • Equine health management

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Dr. Susan Johns (continued)	Team Veterinarian (continued)	<ul style="list-style-type: none">• Liaison with Vet Panel, and Vets• Manage vet trunks and supplies• Complete medication, re-export paperwork and stock control• Clear Sport regulations• Attend equine dope tests• Attend veterinarian meetings
Beck Ratte	Team Farrier	<ul style="list-style-type: none">• Stable security, logistics, and cleanliness• Assist grooms with feed and bedding orders and collection
Linda Vegher	Team Equine Physio	<ul style="list-style-type: none">• Support to Team horses• Supporting Veterinarians with attending drug testing as required
Jennifer Mitchell	Human Physiotherapist	<ul style="list-style-type: none">• Human Physiotherapist support:<ul style="list-style-type: none">○ <u>Priority 1:</u> Physiotherapy for athletes○ <u>Priority 2:</u> Physiotherapy for grooms and Staff if injury prevents them from carrying out their roles• <u>Priority 3:</u> Sports massage for athletes
All of the Above	n/a	<ul style="list-style-type: none">• Creating a safe environment for all• Security and cleanliness of USA stable area• Groom welfare• Assistance with arrival and departure logistics (unloading and loading)

SAFE SPORT, CODE OF CONDUCT, & CLEAN SPORT

Similar to any USEF licensed Event, SafeSport, the USEF Code of Conduct and Clean Sport must be abided by at all times.

Click [here](#) for SafeSport Information

Click [here](#) for USEF Code of Conduct

Click [here](#) for Clean Sport Information

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HORSE

Once a horse is named to a Team all communication regarding treatments and medications is to be directed to the team veterinarian. No medications can be transported with the horses.

ATHLETE

Once an athlete is named to a Team it is important that any Therapeutic Use Exemptions (TUEs) are up to date and with the Athlete at all times. If there are any questions regarding medications please reach out to Steven Morrissey (smorrissey@usef.org) or Dr. Mark Hart (markvhart@gmail.com).

PRESS & MEDIA

SOCIAL MEDIA

Social media can be a great advantage for athletes, but it can also be detrimental to the environment. Please familiarize yourself with the policies below.

The FEI Social Media policy can be found [here](#).

The USEF Social Media policy can be found [here](#).

If you have any questions about the utilization of social media during the Event, please contact Sr. Director Social Media & Sport Communications, Carly Weilminster (cweilminster@usef.org).

HOSPITALS & EMERGENCY SERVICES

Name	Address	Phone
Rhein-Maas Hospital GmbH - Location Marienhoehe	Mauerfeldchen 25, 52146 Würselen, Germany	+49 240 5620
Universitätsklinikum Aachen Klinik für Thorax- und Herzchirurgie - Bereich Kinderherzchirurgie	Pauwelsstraße 30, 52074 Aachen, Germany	+49 241 800
Uniklinik RWTH Aachen – Franziskus	Morillengang 27, 52074 Aachen, Germany	+49 241 75010
Marienhospital Aachen	Zeise 4, 52066 Aachen, Germany	+49 241 60060

German Emergency Services – 112

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INCIDENT MANAGEMENT GUIDELINES

In general, Aachen, GER is a safe area for its residents and visitors. However, security perception changes greatly by district. If you have any doubts or need to report an incident, you can rely on the Police who are constantly patrolling the streets.

Responsible care should be exercised when traveling throughout Germany. There is a normal level of crime, but it varies by district. In the higher-income areas frequented by tourists, petty theft is the most common concern. Travelers should keep valuables out of sight and be aware of their surroundings. Avoid isolated areas when on foot, especially after dark. It is recommended to only use a trusted taxi or an app-based taxi service. Do not hail a taxi on the street.

Assailants usually target victims for their smartphones, wallets, or purses. If confronted by someone with a weapon, it is best not to resist.

It is best to use ATMs inside banks instead of ATMs that are more accessible to passers-by and all banks advise customers to cover ATM keypads with their hands when entering codes. When making credit card transactions, travelers should expect the vendor to use a credit card reader in their presence.

Security is the responsibility of everybody. However, security concerns must not be allowed to prevent Athletes from concentrating on preparing and competing their horses. Good security is the application of common sense.

The key to good security is vigilance. Be aware of what is happening around you and always pay attention to anything that appears unusual or out of place. This includes people who appear nervous about their surroundings.

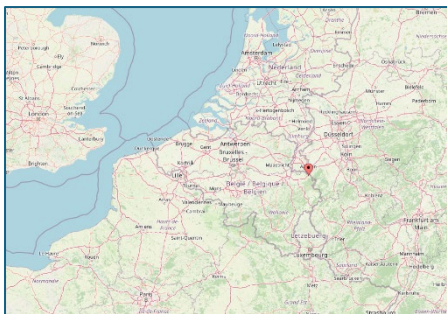
- Make a copy of your passport or real ID and travel documents and leave the original in a safe place.
- Always travel in groups.
- Do not overtly wear expensive jewelry.
- Keep your phone hidden.
- Do not carry excessive amounts of cash or credit cards if you do not need them.
- If you are in a vehicle in standstill traffic with the windows rolled down, keep phones and other possessions low and away from windows and be mindful of people walking through the traffic.
- Do not approach unattended bags, cases or packages – report them.
- Do not accept packages from anyone, the contents of which are unclear.

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- Do not advertise where you are staying.
- If you are out in the evening and you become aware of increased police activity, leave the area immediately.
- If you see an incident involving the police, do not get involved. Do not play the good samaritan.

TELEPHONE NUMBER FOR THE GERMAN POLICE – 112

ABOUT AACHEN



Located in the central western region in the district of Cologne in North Rhine-Westphalia. It is also located at the northern foothills of the High Fens and the Eifel Mountains. Aachen is home to approximately 261,000 people and is the westernmost larger city in Germany. More information about Aachen can be found [here](#).

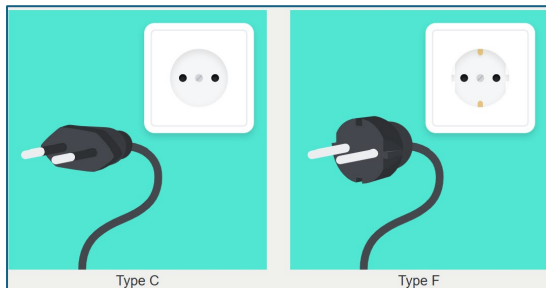
LANGUAGE

German is the official language and most widely spoken language in Germany, which over 95% of the population speak. About 56% of the German population speak English as a second language.

ELECTRICAL

Power in Germany operates on a 230-volt current and a 50 hertz frequency. Electricity will be supplied through a Type C (two round pins), and Type F (two round pins with two earth clips).

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TELEPHONES, WI-FI, AND INTERNET ACCESS

Cellphone reception is typically good. Most of the country is covered with 5G systems. Contact your phone provider for more information on Sim Cards and International Data Plans.

WEATHER

Average weather for July

- High Temperature: 69°F
- Low Temperature: 56°F
- Rainfall: 3.2"
- Humidity: 67%

Suggested Clothing: Summertime sees the most rain of the year for Germany and can remain on the chilly side throughout the day. It is recommended to bring layers and at least one waterproof jacket.

FOOD AND DRINK

While tap water is considered safe to drink in Germany, it is best practice to utilize bottled water instead. Stay away from raw foods and un-bottled drinks, unless in a reputable restaurant as a precaution.

EATING

German cuisine is known for being hearty meals with many different flavors. A large amount of their cuisine includes multiple different types of meats, sausages, and sides.

Some popular dishes include:

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- Sauerbraten (pot roast)
- Schnitzel (meat cutlet breaded and pan-fried)
- Bratwurst (ground pork sausage)
- Currywurst (fried pork sausage)
- Bavarian Potato Salad
- Pretzel
- German Beed Rouladen (rolled meat)

LOCAL RESTAURANTS

Restaurant	Phone Number	Address
Restaurant One & Only	+49 241 9431311	Peterstraße 81, 52062 Aachen, Germany
Restaurant Elisenbrunnen	+49 241 94313490	Friedrich-Wilhelm-Platz 14, 52062 Aachen, Germany
Restaurant Luna – Aachen	+49 241 44108030	Theaterpl. 7, 52062 Aachen, Germany
Am Knipp	+49 241 33168	Bergdriesch 3, 52062 Aachen, Germany
Dinette Restaurant, Bar & Café	+4924199766522	Hühnermarkt 21-23, 52062 Aachen, Germany

LOCAL BUSINESS HOURS

Office hours are Monday through Friday from approximately 8:00 a.m. to 4:00 p.m. or 9:00 a.m. to 5:00 p.m.

Banks are typically open 8:30 a.m. to 4:00 p.m. on weekdays with the exception of Thursday when most are open until 5:30 or 6:30 p.m.

Shopping centers are open Monday through Saturday and are closed on Sundays except for some types of stores such as bakeries, and cafes. The hours of operation can widely range depending on store type.

GETTING AROUND THE CITY

There are apps that can be utilized in Aachen to request a vehicle such as Uber, Lyft, Ola, Didi

The advised and safest method of travel is by taxi or car arranged by a hotel.

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CURRENCY AND EXCHANGE

The Euro (EUR) is the official currency of Germany. The symbol for the Euro is €. There are different currency exchange services available in Aachen such as Aachener Bank or Sparkasse Aachen.

Currency slang includes but is not limited to:

- Money – “Kohle”
- €5.00 – “Fünfer”
- €10.00 – “Zehner”
- €20.00 – “Zwanni”
- €50.00 – “Fuffi”
- €100.00 – “Hunni”

CREDIT CARDS

Major credit cards are widely accepted. Use of debit cards is widespread, although many stores impose a minimum per debit card purchase, and service charges may apply.

Money can be exchanged at the airport, exchange houses or banks.

TIPPING

Restaurants: Tipping is customary at sit-down restaurants in Germany at a 10% - 15% rate.

Transport: Tipping taxi drivers is not required but considered a kind gesture. A common tip is 10%.

Hotels: Tipping in hotels is customary but not required at a 10% - 20% rate.

TRAVELERS CHECKS

Very few places will accept travelers checks in Germany. It is best to use an ATM card at the many ATM locations available in Aachen in the absence of cash.