

ARVILLE CCIO4*-NC-S

Arville, BEL

AUGUST 13 - 17, 2025

Targeted
Nations Cup



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TARGETED NATIONS CUP: ARVILLE

US EQUESTRIAN TEAM PLAYBOOK

INTRODUCTION

The aim of the Playbook is to give all that are part of the U.S. Eventing Team for the Concours Complet International d'Arville CCI04*-NC-S an understanding of the logistical plan that is being put in place by the USEF. As a Targeted Team Opportunity, the Team will receive funding, apparel, and Team Staff Support. No expense reimbursements will be given.

As with any team competition, Arville will have its challenges and differences from other and previous competitions. The emphasis must be on ensuring our athletes and horses, supported by the grooms and Team Staff, can perform to their very best. A performance environment should be maintained throughout our time at Arville and always keep in mind that you are representing the USA at these European competitions.

The competition venue is approximately 44.8 mi (60 minutes) southwest of the city of Liège and will be hosting additional levels and divisions. This is not a stand-alone Nations Cup and additional divisions will run alongside the CCI04*-NC-S. Please review the published [FEI Schedule](#) for the available divisions and their restrictions.

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, and her contact information can be found below.

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

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

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APPLICATIONS

ENTRIES

In the online Athlete Dashboard, athletes have access to two options: Online Applications and FEI Entry.

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. **The USEF Eventing Department will complete FEI entries for selected athletes so those only interested in Team selection should not complete the FEI entry.**

An FEI Entry are required to compete as an Individual. Athletes must submit the FEI Entry in order to be entered into the FEI Entry System to compete as an individual at any FEI competition, whether in the U.S. or abroad. The FEI Entry process is managed by US Equestrian Athlete Services.

Entries must be paid as outlined in Section VII of the [FEI Definite Schedule](#).

SELECTION TIMELINE

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

Applications Close: July 4, 2025 at 5:00 p.m. EST

Team Selection: July 8, 2025

Team Departure: TBD once a Team is selected

SELECTION PROCEDURES

As a Targeted Team Opportunity, the Arville Nations Cup team follows the [2025 Targeted Team Opportunities Selection Procedures](#).

FUNDING

As a Targeted Team Opportunity, athletes named to the Arville Nations Cup U.S. Eventing Team will receive a travel stipend. In addition, USEF will cover the National Federation fee and FEI Entry fee for the Team. An Athlete Funding Agreement for Arville will be individually distributed to the athlete by the Team Leader, Christina Vaughn once the team is named.

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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. 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 competition.

EQUINE TRANSPORTATION

USA to BEL: 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

BEL to USA: Guido Klatte GmbH & Co.KG is the preferred USEF vendor for horse flights departing Germany.

- [Website](#)

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- 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.

HUMAN TRANSPORTATION

All athletes, grooms, and owners are responsible for booking their own travel itinerary. Below is the recommended airport to Arville.

Brussels Airport (BRU) has one terminal that operates both international and domestic flights. It is approximately 48 miles (105 minutes) from the competition venue.

ATHLETE ACCOMMODATION

USEF has arranged rooms for athletes, grooms, and Team Staff at the Hotel Le 830 Namur. This hotel is located 2.8 miles from the competition venue (8-minute drive).

Address: Chau. de Marche 828, 5100 Namur, Belgium

All communication with the hotel should 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.

There are many local accommodation options. Below is a non-extensive list of nearby hotels.

Hotel	Website	Distance
Barabas (Le)	Click here	1.3 mi
La Ferme de Basseilles	Click here	4.0 mi
Jardin du Thé	Click here	6.5 mi
Domaine De Ronchinne	Click here	8.2 mi
La Fête au Palais	Click here	9.6 mi
Villa Gracia	Click here	10.1 mi
Gîte L'Ecureuil Namur Wépion	Click here	10.6 mi

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CAR SERVICE INFORMATION

Public Transport: There is public transport in Arville which utilizes both buses and trains. There are numerous bus stops near the competition venue, however they are located at the end of the main road which is slightly over a 1 mile walk (20 - 30 minutes).

Taxi: Taxis use meters calculated by distance and time.

Rental Vehicles: For automatic vehicles, it is recommended to book a rental car with a large rental agency.

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.

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.

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

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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](#).

TICKETS & PARKING

Information on tickets, including how to purchase can be found [here](#).

PARKING

The public parking lot is only accessible via Gesves.

Parking Address: **Chemin d'Arville in 5340 Gesves (Faulx-Les-Tombes)**

VENUE

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.

The venue address is **Rue d'Arville intersection with Rue Maillenne, Namur 5330 Assesse Belgium**

STABLES

Stalls: 3m x 3m.

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TACK ROOMS

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

COMPETITION SCHEDULES

The full schedule for Concour Complet International d'Arville 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
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

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Christina Vaughn (continued)	Team Leader (continued)	<ul style="list-style-type: none"> • 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 (HP) 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 • 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

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All of the Above	n/a	<ul style="list-style-type: none">• Security and cleanliness of USA stable area• Groom welfare• Assistance with arrival and departure logistics (unloading and loading)
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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

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](#).

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

HOSPITALS & EMERGENCY SERVICES

Name	Address	Phone
Chr Sambre Et Meuse Ass. De Fait	Av. Albert 1er 185, 5000 Namur, Belgium	+32 81 72 61 11
Chu Ucl Namur Site De Sainte-Elisabeth	Pl. Louise Godin 15, 5000 Namur, Belgium	+32 81 72 04 11
Health And Welfare Asbl	Rue Saint-Luc 8, 5004 Namur, Belgium	+32 81 20 91 11
Le Grand Pré	Rue Armand de Wasseige, 5100 Namur, Belgium	+32 81 21 76 00

Belgian Emergency Services – 112

INCIDENT MANAGEMENT GUIDELINES

In general Arville, BEL 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 Belgium. 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.

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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.
- 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 BELGIAN POLICE – 112

ABOUT ARVILLE



Located in the central southern province of Namur, Belgium, Arville is a district located within the municipality of Assesse. Arville is most known for the FEI Eventing Nations Cup. More information about Arville can be found [here](#).

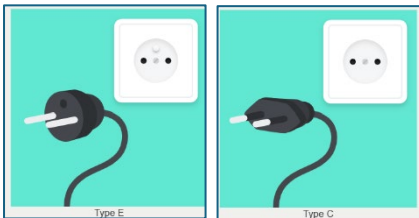
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LANGUAGE

Belgium has three official languages, Dutch (60% of the population speak), French (40% of the population speak, and German (1% of the population speak). Approximately 28% of the population speak English as a first or second language.

ELECTRICAL

Power in Belgium operates on a 230-volt current and a 50 hertz frequency. Electricity will be supplied through a Type C (rounded two-prong) or Type E (rounded two-prong with earthing pin).



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 August

- High Temperature: 69°F
- Low Temperature 55°F
- Rainfall: 2.9"
- Humidity: 70%

Suggested Clothing: Although known to be the hottest month of the year for Belgium, it is still recommended to bring a light jacket and at least one set of waterproof clothing in case of rain.

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FOOD AND DRINK

While tap water is considered safe to drink in Belgium, 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

Belgian cuisine is known as a combination between Flemish and French cooking. It is most commonly known for its waffles, fries, beer, and hearty dishes.

Some popular dishes include:

- Waffles
- Waterzooi
- Moules frites
- Filet américain
- Belgian beef stew
- Carbonade flamande
- Stoemp

LOCAL RESTAURANTS

Restaurant	Phone Number	Address
Petit Marais (Le)	+32 81 40 25 65	Rue Lambaitienne 7, 5100 Namur, Belgium
Pinsa Romana	+32 81 26 20 03	Chau. de Marche 969, 5100 Namur, Belgium
restaurant nous	+32 455 12 81 72	Chau. RN 4 19, 5330 Assesse, Belgium
Le D'Arville	+32 81 46 23 65	Rue d'Arville 94, 5100 Assesse, Belgium

LOCAL BUSINESS HOURS

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

Banks are typically open from 9:30 a.m. to 4:00 p.m. Monday through Friday.

Shopping centers are open 9:00 a.m. to 6:00 p.m. Monday through Friday with some stores closing early on Monday mornings.

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GETTING AROUND THE CITY

There are apps that can be utilized in the town of Arville to request a vehicle such as Uber, Heetch, Victor Cab, and Cambio.

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

CURRENCY AND EXCHANGE

The Euro (EUR) is the official currency of Belgium. The symbol for the Euro is €. There are different currency exchange services near Arville such as MoneyGram.

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 not mandatory as the bill usually includes a service charge.

Transport: Tipping taxi drivers is not required but is customary if you receive good service.

Hotels: Tipping taxi drivers is not required but is customary if you receive good service.

TRAVELERS CHECKS

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