



United States Equestrian Federation, Inc.

**Withdrawal Procedures**  
**For FEI/ International Level Competitions Outside The USA**  
**(Effective Jan. 01, 2013)**

Once an athlete has submitted an application to compete, should they need to withdraw the following steps are to be taken without delay. **IMPORTANT!! Jumpers, also refer to the section WITHDRAWING OF ENTRIES in the document "Protocols to Be Followed by US Riders Wishing to Compete Aboard"**

**Withdrawing from a competition before an entry has been submitted on behalf of the athlete or before the Organizing Committee has confirmed the athlete has been invited.**

- Athlete is to email *Athlete Services*, [feientries@usef.org](mailto:feientries@usef.org), and include the reason for the withdrawal.

**Withdrawing from a competition after an entry has been submitted on behalf of the athlete and/or after the Organizing Committee has confirmed the athlete has been invited.**

- Athlete is to *simultaneously* email *USEF Athlete Services* [feientries@usef.org](mailto:feientries@usef.org) *and* the Organizing Committee and include the reason for the withdrawal along and an apology to the Organizing Committee for any inconvenience their withdrawal may have caused. *The Organizing Committee's contact information can be found in the schedule for that particular competition.*
- Athlete may receive a late entry withdrawal fee from the competition.

**REMINDER:** USEF fees are non-refundable regardless if the athlete competes or withdraws.

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USEF Athlete Services Tel. 859-225-2059 Fax 859-231-6662 [feientries@usef.org](mailto:feientries@usef.org)