



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 *Courtney Barnett*, cbarnett@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* cbarnett@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.*

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

USEF Athlete Services Tel. 859-225-2059 Fax 859-231-6662 cbarnett@usef.org