

# MONTelibRETTI

## CCIO4\*-NC-S

Montelibretti, ITA

MARCH 13-16, 2025

Untargeted  
Nations Cup



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

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# UNTARGETED NATIONS CUP: MONTELIBRETTI

## US EQUESTRIAN TEAM PLAYBOOK

### INTRODUCTION

The aim of the Playbook is to give those who are attending the Montelibretti (ITA) CCIO4\*-NC-S an understanding of the logistical support that is available through USEF. As an Untargeted Nations Cup, please note that the Team will not receive funding, apparel, Team Staff support, or expense reimbursements.

As with any Nations Cup, Montelibretti will have its challenges and differences from other Events. The emphasis must be on ensuring our athletes, horses, and grooms can perform their very best. A performance environment must be maintained and always keep in mind that even if you are not on a U.S. Eventing Team, you are still representing the USA at these European competitions.

The competition venue is approximately 30 minutes north of Rome and will be hosting additional levels and divisions. This is not a stand-alone Nations Cup and additional divisions will run alongside the CCIO4\*-NC-S. Please review the published [FEI Schedule](#) for the available divisions and their restrictions.

We are continually receiving updates and new information so this playbook can never cover all the details. The primary point of contact is Christina Vaughn, and her contact information can be found below.

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.

Good luck to all!

*Christina Vaughn*

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

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## APPLICATIONS

### ENTRIES

In the [USEF Athlete Dashboard](#), athletes must complete both an Online Application and an 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. Additionally, as an untargeted Nations Cup, **the athlete will also need to submit an entry through the FEI Entry System.** If a Team is named for this event, USEF will pay for the Nations Cup Entry Fee.

**An FEI Entry is 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](#).

### APPLICATION AND SELECTION TIMELINE

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

**Application Close and Team Selection:** Event entries and applications will be monitored to determine if there is enough interest to field a U.S. Team. If you are interested in being considered for the Team, please get in touch with Christina Vaughn at [cvaughn@usef.org](mailto:cvaughn@usef.org) or +1 (859) 225-6917 for the next steps.

### SELECTION PROCEDURES

As an Untargeted Nations Cup, the Montelibretti Nations Cup team follows the [2025 Untargeted Team Opportunities Selection Procedures](#).

### FUNDING

As an Untargeted Nations Cup, Athletes named to the Montelibretti Nations Cup U.S. Team will not receive funding.

USEF will cover the National Federation fee and FEI Entry fee for the Team.

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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

It is the Athlete's responsibility to organize their horse's travel to the Event. Christina Vaughn is available for assistance.

**USA to ITA:** 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](mailto: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](mailto:info@horse-transport.nl)

**ITA to USA:** Guido Klatte GmbH & Co.KG is the preferred USEF vendor for horse flights departing Italy.

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- [Website](#)
- Phone: +49 (0) 44 72 / 94 00 70
- Email: [guido@gklatte.de](mailto: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 a list of recommended airports to Montelibretti.

**Leonardo da Vinci-Fiumicino Airport (FCO)** will be the recommended airport for athletes, owners, and grooms. FCO has four terminals, and both operate international and domestic flights. It is approximately 42 miles (45 minutes) from the competition venue.

## HUMAN ACCOMMODATION

There are many local accommodation options. Below is a non-extensive list of nearby hotels. Recommendations from the event can also be found [here](#). It is the traveling individual's responsibility to book their accommodation.

Requests for groom's accommodation must be sent with the entries.

Lorries or caravans can be parked onsite.

Hotel	Website	Distance
Best Western Park Hotel	<a href="#">Click here</a>	3.5 mi
Hampton By Hilton Rome North Fiano Romano	<a href="#">Click here</a>	5.0 mi
Hotel Relax Roma Nord	<a href="#">Click here</a>	4.1 mi
Hotel Palace Inn Fiano Romano	<a href="#">Click here</a>	4.3 mi
Quality Hotel Green Palace	<a href="#">Click here</a>	8.0 mi

## CAR SERVICE INFORMATION

**Public Transport:** There is public transport in Montelibretti which utilizes both buses and trains. There are two bus stops at the competition entrance that have extensive reach in and around Montelibretti.

**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.



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## 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 an Untargeted Nations Cup, athletes, grooms, and owners will not receive horse or human apparel from USEF.

## USEF HORSE & HUMAN APPAREL POLICY

The USEF Horse & Human Apparel Policy can be viewed [here](#).

## TICKETS

Tickets will not be sold for spectators to attend the event.

## VENUE

The equestrian venue is northeast of the center of Rome.

The venue address is **Centro Militare Di Equitazione, SP26a, 10, 00010 Montelibretti RM, Italy**

## STABLES

Stable boxes are 3m x 3m.

## TACK ROOMS

Tack rooms are available on request. It is the Athlete's responsibility to coordinate. To make the request, email [monteventing@gmail.com](mailto:monteventing@gmail.com)

## COMPETITION SCHEDULE

The full schedule for the Montelibretti Nations Cup and Horse Trials can be found [here](#).

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## TEAM STAFF

As an Untargeted Nations Cup, Eventing Team Staff are not available for the duration of the competition.

## 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](mailto:smorrissey@usef.org)) or Dr. Mark Hart ([markvhart@gmail.com](mailto:markvhart@gmail.com)).

## PRESS & MEDIA

### SOCIAL MEDIA

Social media can be a great advantage for athletes, but it can also be detrimental to the Team and 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 Nations Cup, please contact Sr. Director Social Media & Sport Communications, Carly Weilmünster ([cweilmunster@usef.org](mailto:cweilmunster@usef.org)).

## HOSPITALS & EMERGENCY SERVICES

Name	Address	Phone
UPMC Salvator Mundi International Hospital	V.le delle Mura Gianicolensi, 67, 00152 Roma RM Italy	+39 390 658 8961
Hospital Sandra Pertini	Via dei Monto Tiburtini, 385, 00157 Roma RM Italy	+39 06 41431
Clinica Valle Giulia Spa	Via Giuseppe de Notaris, 2, 00197 Roma RM Italy	+39 06 324791
San Filippo Neri Hospital	Via Giovanni Martinotti, 20, 00135 Roma RM, Italy	+39 06 60101
San Pietro Hospital	Via Cassia, 600, 00189 Roma RM, Italy	+39 06 33581

### Italian Emergency Services – 112

## INCIDENT MANAGEMENT GUIDELINES

In general, Montelibretti, Italy 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.

Responsible care should be exercised when traveling throughout Italy. There is a normal level of crime in Montelibretti, but it varies by district. 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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There is a threat of low-level crime such as mugging and theft. Security is not a worry, but all should be aware and take realistic precautions.

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.

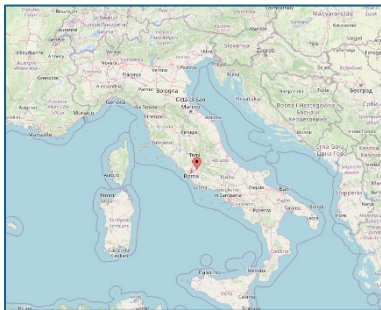
The key to good security is vigilance. Be aware of what is happening around you and always pay attention to anything that appears unusual or out of place. This includes people who appear nervous about their surroundings.

- Make a copy of your passport 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 members of Team USA 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.
- Avoid wearing Team USA kits outside protected areas.

**TELEPHONE NUMBER FOR THE ITALIAN POLICE – 112**

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## ABOUT MONTELIBRETTI



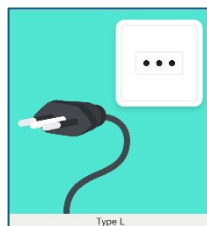
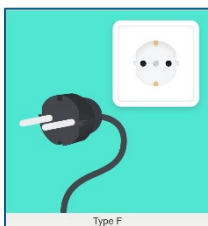
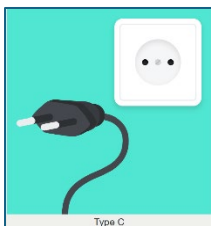
Montelibretti is in the Lazio region of Italy and about 20 miles northeast of Rome. It is a small town of 5,311 people and slopes the mountain range, Monto Sabini. More information about Montelibretti can be found [here](#).

## LANGUAGE

Italian is the official language and most widely spoken language in Italy, which 93% of the population speak. English is the second language spoken which approximately a third of the of the population speak.

## ELECTRICAL

Power in Italy operates on a 230-volt current and a 50 hertz frequency. Electricity will be supplied through a Type C (rounded two-prong), Type F (rounded two-prong with two Earth clips), and Type L (rounded three-prong).



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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 March

- High Temperature: 60°F
- Low Temperature 43°F
- Rainfall: 6.34"
- Humidity: 75%

**Suggested Clothing:** March is considered spring for Montelibretti and can see some rainfall. It is recommended to bring layers and at least one waterproof jacket.

## FOOD AND DRINK

While tap water is considered safe to drink in Italy, 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

Italian cuisine is healthy and varied. Many of the traditional dishes are a mixture of native ingredients. Pork and beef are the most common meat, but chicken isn't as common in the local diet as it is in the U.S.

Some popular dishes include:

- Spaghetti Bolognese
- Carbonara
- Bruschetta
- Margherita Pizza
- Pesto Pasta
- Fettuccine Alfredo
- Caprese Salad

## LOCAL RESTAURANTS

There are many local restaurant options and below is a non-extensive list.

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Restaurant	Address	Distance
Etoile Paso Corese	Via XXIV Maggio, 122a, 02032 Passo Corese RI Italy	1.9 mi
Torres Enoteca	SP26a, 250, 00010 Vigna Grande RM Italy	5.0 mi
Ristorante Pizzeria Vesta-Montelibretti-Sabina	Via Giuseppe Garibaldi 33/35, 00010 Montelibretti RM Italy	6.3 mi
Civico Sedici	Via del Fosso Carolano, 16, 00010 Montelibretti RM Italy	6.7 mi
Home Restaurant "La Tentua"	Via dei Campi, 1, 00010 Montelibretti RM Italy	6.8 mi

## LOCAL BUSINESS HOURS

**Office hours** are Monday through Friday from 09:00 to 1:00 p.m. and 2:30 p.m. to 6:00 p.m. Italian banks have limited operating hours.

**Banks** tend to be open between 8:00 a.m. and 1:30 p.m. Monday through Friday.

**Shopping centers** tend to be open from 9:00 a.m. or 10:00 a.m. and close from 1:00 p.m. to 4:00 p.m. and re-open until 7:30 or 8:00 p.m.

## GETTING AROUND THE TOWN

There are apps that can be utilized in the town of Montelibretti to request a vehicle such as Moovit and Uber.

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 Italy. The symbol for the Euro is €. Most currency exchange services are available in the city of Rome such as Ria Money Transfer & Currency Exchange.

Currency slang includes but is not limited to:

- Singular and plural Euro – "Quid"
- €20.00 – "Un ventino"
- €50.00 – "Un cinquantino"
- €100.00 – "Una centra"

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## CREDIT CARDS

Major credit cards are widely accepted. Use of debit cards is widespread, although some stores may 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 Italy at a 10% - 15% rate.

**Transport:** Tipping taxi drivers is dependent on the city at a 5% - 10% rate.

**Hotels:** Tipping hotel concierge is customary, if they have been assistance to you or assisted in making your stay pleasant at a 10 – 20 € rate. It's up to you whether you tip cleaning staff or room service, and again it depends on the overall quality of service.

## TRAVELERS CHECKS

Traveler's checks are not commonly used in Italy. It is best to use an ATM card at the many ATM locations available in Montelibretti in the absence of cash.