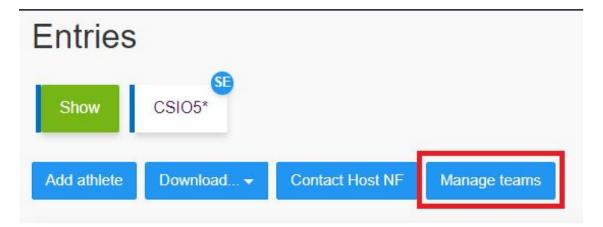
FEI Entry System for Jumping How to add a Veterinarian or a Chef d'Equipe on the FEI Entry System

Your Athletes will participate in an Official Team Event and you need to communicate the name of the Veterinarian and/or the Chef d'Equipe to the Organising Committee?

Step 1: Connect to the new version of the <u>FEI Entry System</u> for Jumping and find the Event for which you need to add the name of the Veterinarian and/or the Chef d'Equipe.

Step 2: When on the Show page or the Event page of the Official Team Event, you have the option to click on the **Manage teams** button:



Step 3: You have the option of creating a new Team by clicking on **Create a new team** or adding directly the Veterinarian and/or the Chef d'Equipe to the default **Team name**.

Click on the button 🔼 to add the relevant names:

FEI Entry System for Jumping

Knokke - Event teams 03/07/2020 - 05/07/2020			×
CSIO5*			
Team name FRA	Chef d'Equipe	Veterinarian	×
		Close	Create a new team

Step 4: Write the names of the Veterinarian and/or the Chef d'Equipe in the corresponding boxes and click on **Save modifications**:

Knokke - Event teams 03/07/2020 - 05/07/2020	:	×
CSIO5*		
Team name		
FRA		
Chef d'Equipe	Veterinarian	
Serge DUPONT	Valérie SCHMIDT	
	Back Save modifications	

Step 5: Once the names are entered, you can close the window. The data entered is saved and available for the Organising Committee to retrieve:

FEI Entry System for Jumping

Knokke - Event tea 03/07/2020 - 05/07/2020	ams		×
CSIO5*			
Team name	Chef d'Equipe	Veterinarian	
FRA	Serge DUPONT	Valérie SCHMIDT	🗾 ×
		Cle	Create a new team

You can edit the names at any time until the closing time for regular entries.

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