

FEI Entry System - General

How to make horse substitutions in the FEI Entry System?

National Federations can choose to delegate their rights to the Organising Committees for the entries of late entries only as well as the substitutions and additions on the ground.

On the document "[Rights delegation for OCs](#)" you can check which National Federation delegates its rights to the Organising Committee.

If you are the rights, you can go to your show in the [FEI Entry System](#).

Close to the name of the horse, you can click on "**subst**" and "**substitute**" to confirm that you have found the good horse.

The screenshot shows the FEI Entry System interface. On the left, there is a table of registered horses with columns for NF, Horse Name, Birth, and M/F. The table lists several horses, including 'BABCOCK Chelsea (USA)', 'ACOLINA R Subst.', 'ALL STAR DE L'AUBE Subst.', 'AMBERTIEK Subst.', 'BAKER Ashley (USA)', 'BELMONT Subst.', 'BEST WISHES Subst.', and 'BIALDA Subst.'. A 'Substitute Horse' dialog box is open in the center, showing a search for 'PEGASE DU MURIER' and a 'Substitute >>' button highlighted with a red box. The dialog also shows the horse's details: FEI ID 102TC43, NF FRA, Birth 29/04/2003, M/F M. At the bottom of the dialog, there is a 'Close' button. The main window also has a 'Filter Entries' dropdown set to 'Definite List' and an 'NF' dropdown set to 'All'. There are also buttons for 'Horses to Check', 'Horses Details', 'Download Entries', and 'Print -18 Riders List'.

The new horse is automatically accepted.

Unique solution ID: #1055

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Last update: 2018-10-23 07:44