

Jumping Invitations

How to decline my Athlete's OC invitation on the FEI Entry System

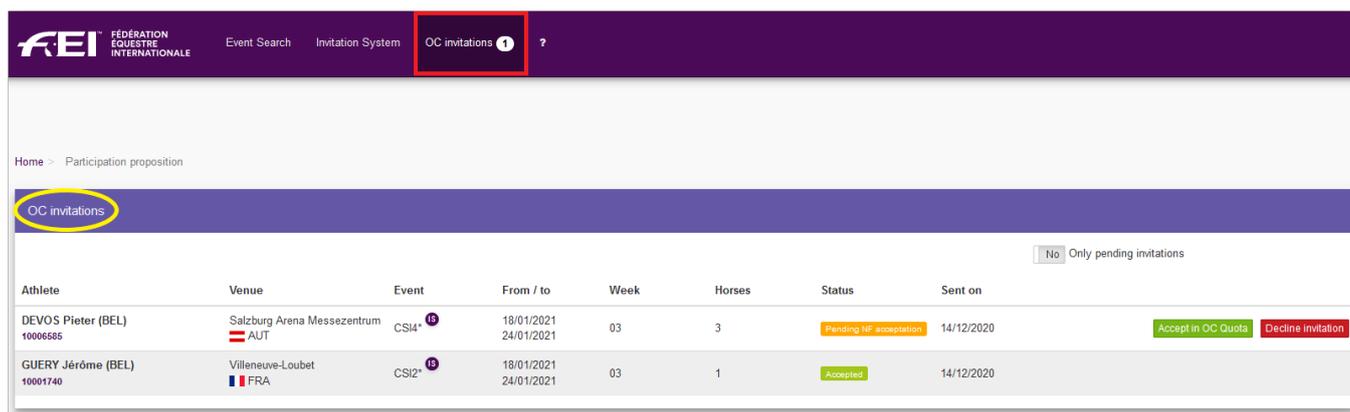
You do not want your Athlete to attend a certain Event? They will compete as part of a Team at a different Event?

As a National Federation member, you can decline your Athlete's OC invitation on the FEI Entry System.

Step 1: Go to <https://invitation.fei.org> and login with your FEI ID number and password.

Step 2: In the top menu bar, click on **OC invitations**

You will see all the OC invitations that have been sent by different Organising Committees to your Athletes.



The screenshot shows the FEI Invitation System interface. The top navigation bar includes 'FEI FEDÉRATION EQUESTRE INTERNATIONALE', 'Event Search', 'Invitation System', and 'OC invitations 1'. The 'OC invitations' menu item is circled in yellow. Below the navigation bar, there is a breadcrumb trail 'Home > Participation proposition' and a sub-header 'OC invitations'. A filter button 'No Only pending invitations' is visible. The main content is a table with the following data:

Athlete	Venue	Event	From / to	Week	Horses	Status	Sent on
DEVOS Pieter (BEL) 10006585	Salzburg Arena Messezentrum AUT	CS4*	18/01/2021 24/01/2021	03	3	Pending NF acceptance	14/12/2020
GUERY Jérôme (BEL) 10001740	Villeneuve-Loubet FRA	CSI2*	18/01/2021 24/01/2021	03	1	Accepted	14/12/2020

Step 3: If your Athlete has already confirmed the OC invitation, the status will be **Pending NF acceptance**.

If you would like to decline this invitation, click on **Decline invitation**.



The screenshot shows the FEI Invitation System interface with the 'OC invitations' menu item. The table from the previous screenshot is shown, but the 'Pending NF acceptance' status for the first row is circled in yellow. The 'Decline invitation' button is also visible.

Step 4: This will open a pop-up window to confirm you wish to decline this invitation, click on **Decline invitation**

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DEVOS Pieter Invitation

Please confirm the rejection of the invitation for DEVOS Pieter to the following event:

Salzburg Arena Messezentrum CSI4* 18/01/2021
AUT 24/01/2021 Pending NF acceptance

Close Decline invitation

Step 5: Once the OC invitation is declined, you have 2 minutes to cancel the action you just made, if perhaps you made a mistake. If you don't wish to decline, click on **Undo** on the right hand side.

Athlete	Venue	Event	From / to	Week	Horses	Status	Sent on
BRUYNSEELS Niels (BEL) 10006852	Wellington FL USA	CSI3*	11/01/2021 17/01/2021	02	3	Accepted	14/12/2020
DEVOS Pieter (BEL) 10006585	Salzburg Arena Messezentrum AUT	CSI4*	18/01/2021 24/01/2021	03	3	Decline in progress	14/12/2020
GUERY Jérôme (BEL) 10001740	Villeneuve-Loubet FRA	CSI2*	18/01/2021 24/01/2021	03	1	Accepted	14/12/2020

Please Note: It is possible to filter the main list of Athletes to only see the pending invitations by using the toggle button **Only pending invitations**.

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DEVOS Pieter (BEL) 10006585	Salzburg Arena Messezentrum AUT	CSI4*	18/01/2021 24/01/2021	03	3	Pending NF acceptance	14/12/2020

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