FEI Entry System - General How to add a registered trainer on the FEI Entry System

You are making an Endurance entry and need to add a trainer?

All registered Endurance horses must have a registered trainer to participate in FEI Endurance events.

Step 1: Go to <u>https://entry.fei.org</u> and login with your FEI credentials.

Step 2: Start to make your entries by adding the athletes and horses accordingly.

Click here to see <u>How to make an entry for an international event</u>.

Step 3: If the horse you have entered does not already have a registered trainer, the draft entry will appear in red.

You can specify the trainer of the horse by clicking on **Trainer: Click here to specify**

CEI3* 160 Draft										Purge Upload Refrest
Abu Dhabi, Al Wa CEI3* 160 (Higher Lev From 09/02/2019 to 0! Athletes' age: min. 14;	thba (UAE) rel Event) 9/02/2019 Horses' age: min. 7		2019_CI_049 2019_CI_0494_E_S_0 Contact Host N Contact O	4 Entries in principle: 1 Nominated Entries: F Definite Entries: C Definite Period I	- 05/02/2019 - .ast date of definite	Substitution Last Date of Horse Inspe Closing time entries: 18 day	by OC: f substitution: ection: e: 08/02/2019 ys 16:22:27	05/02/2019 08/02/2019 - 08:00 (*) - 20 days 12:22:27	Countries: Accepted Athletes: Accepted Horses:	0 0 (0 from THA 0%) 0 (0 from THA 0%)
Athletes Horses	Help			Entry Lists Dra	ft Entries Nomi	nated List	Definite List			
Name / ID:]	Search Reset	Filter Entries: All	۲					Upload an Entry File
Admin NF: Tha	iland (THA)			Athletes & H	orses	NF	FEI ID		Entry Actions	A
Only registered	horses 🗹 Only ho	orses in the	ige limits	PAWITAYALAR	P Wipawan (THA)	THA	10054249	Contact Info	Remove	Comment Log
Only qualified h	orses		-	THE HORSE Trainer: Click	S BORN BOOGIE		104KQ11	Box Info	Remove	Comment Log
FEI ID NF	▲Horse Name	Birth	M/F							•
104KQ11 THA	THE HORSES BORN BOOGIE 2	24/09/2008	M Entered	Add Entries to I	Definite List	Remove All E	Draft Entries			Download Entries
104KQ08 THA	THE HORSES BORN GEORGETTE 2	20/08/2007	F Add >>					-		
2 Horse(s) / 1 Pag	je(s).		Lines/Page: 10 V						All dates : (*) Closing time is ex	and times are expressed in UTC pressed in Arabian Standard Tir

Step 4: You can either select the athlete entered with the horse **(1)** by clicking on **Use athlete as trainer**, or search for a FEI Person by entering their FEI ID number of name **(2)**.

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Horse info:	THE HORSES BORN BOOGIE - 104KQ11
Athlete info:	PAWITAYALARP Wipawan - 10054249 (TH) Use athlete as trainer
Trainer Name / ID: Registration:	X
	(2)

Step 5: If the trainer you have selected is not yet regsitered for the year in question, you can register this person by clicking on **Renew reg**.

Please note: trainer registrations are also invoiced, if the trainer is also a registered athlete you are only invoiced once.

Horse info:	THE HORSES BORN BOOGIE - 104KQ11				
Athlete info:	PAWITAYALARP Wipawan - 10054249 (TH/ Use athlete as trainer				
Trainer Name / ID:	PAWITAYALARP, Wipawan - 10054249 X				
Registration:	Not a registered Trainer	Renew reg			
ainer Name / ID: Registration:	Not a registered Trainer	Renew			
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Once a trainer has been selected, click on Save to finalise the procedure and add the trainer to the horse.

Please note: You cannot submit your entries if the horse does not have a registered trainer.

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Please make sure that the trainer information is correct and up to date when making entries.

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