****

**FEI NATIONS CUP EVENTING SERIES**

**Ceremony Protocol**

**Short Format competitions ending with the Cross Country test**

**Preparation**

A person will be appointed by the Organising Committee to perform the following:

* To have sashes placed on riders and Chef d’Equipe with pins.
* To have the ribbons, rugs and the trophy ready to be offered to the Teams once they are on the podium.

**Arena set-up**

1. A podium will be placed in the centre of the arena, or in another suitable location;
2. The flags of the 1st three teams will be ready to be raised when the National Anthem is played;
3. The Presenting Party will be in the arena (or suitable location) and ready for the ceremony before the riders come in to the arena (or suitable location).

**Photographers**

1. The photographers are placed in the arena (or suitable location) and their movement is restricted to a specific area. This area will afford them the possibility of excellent photographs of the presentations to the winners.

**Presentation**

1. The 1st three teams enter the arena (walking) and stand in the required positions behind the podium;
2. The presenting party are introduced by the commentator;
3. The commentator then introduces the team and individual riders – 3rd then 2nd then 1st – Riders mount the Podium as they are introduced. Once all riders are standing on the podium the National Anthem of the winning team is played. At the same time the three flags are raised;
4. Following the National Anthem, the FEI trophy and other prizes will be presented to the winning team ; the prizes will include the rugs for the winning team and rosettes for the three teams on the podium.
5. Athletes should remain on the Podium for a brief photo opportunity, for the team ceremony, Chef d’Equipes should also be invited for some photos;
6. Any special prizes and individual prize giving ceremony can take place after the Team ceremony has taken place.