



Registration Process Overview for the 2026 Show Season

1. Submission by Rider/Athlete

- The rider/athlete completes Form A and Form B.
In the case of XRC submission, online submission as per the Endurance standard procedure applies.
- If XRC is not used, both forms (A&B) must be submitted to the rider's main club, together with proof of payment.
- Payment must be made to the individual's main club. XRC payment protocols apply to online submissions.

2. Compulsory Attachments for Form B

The following two documents must be attached to Form B:

1. A copy of the horse's passport – Owner's Page
2. A copy of the horse's passport – ID Page
3. Optional – a copy of the updated vaccinations page

NB: XCR submissions – copy of passport to be uploaded onto the portal

3. Verification by the Club

- The club checks the registration documents for completeness.
- If XRC not used - the club then completes Forms D and E

4. Submission to Relevant Committees

- The club submits Forms A, B, D, and E to the Secretary of the relevant committee(s) (NETCO, NODTCO, or both). For all submissions in the Secretary General of NAMEF **must** be in copy.
- In the case of XRC submission, NETCO to submit a printout of rider and horse registrations containing the all necessary information as requested as on Form D & E to Secretary General of NAMEF.

5. Club Registration With NAMEF

- The club completes and submits Form C for its own (re-)registration.
- Form C must be sent directly to the Secretary General of NAMEF by the club secretaries.



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6. Payment by Clubs to Committees

- Clubs must pay the combined/collective fees over to the relevant committees. Endurance registrations must be paid to NETCO & Olympic disciplines must be paid over to NODTCO.
Please do not pay NAMEF directly to avoid confusion.

7. Remittance to NAMEF

- NETCO and NODTCO must remit the annual rider levy to NAMEF within 7 days of receiving payment from the clubs and sent a remittance advice/list of registrations to the Treasurer of NAMEF

8. Dual Committee Registration

- If a rider registers with both NETCO and NODTCO, the levy must be split 50% / 50% between the two committees.

9. Mid-Year Additional Committee Registration

- If a rider initially registers with only one committee but later decides to register with the second one:
 - The 50% levy is pro-rated.
 - The relevant amount is then transferred from one committee to the other.

10. Approved fees for 2026

- As per the AGM held in August 2025, the following fees apply:

◦ Annual Club membership	N\$	3 200.00
◦ Annual rider registration	N\$	950.00
◦ Annual horse registration	N\$	300.00
◦ Registration horse per owner from horse 5	N\$	45.00
◦ Calendar Fee	N\$	750.00
◦ Namef Passport	N\$	280.00
◦ Horse passport (simple)	N\$	150.00



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11. FEI Registration Fees 2026 – Endurance related

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| ○ Athlete | N\$ 1 155.00 |
| ○ Trainer | N\$ 210.00 |
| ○ Horse | N\$ 1 155.00 |
| ○ Passport | N\$ 3 675.00 |