



PROCESS TO BE FOLLOWED BY GROUPS AND ASSOCIATIONS WISHING TO SUBMIT BIDS TO ORGANISE AN ICEEP

The International Conference on Equine Exercise Physiology (ICEEP) is held once every four years to facilitate global understanding of advances in scientific knowledge of the physiology, function and health of athletic horses. ICEEP has been in existence for four decades and brings together the world's best researchers and experts in equine exercise physiology and sports medicine. Sites in which previous ICEEP conferences have been held are listed below:

1982 Oxford, UK
1986 San Diego, USA
1990 Uppsala, Sweden
1994 Kooralbyn, Australia
1998 Utsonomiya, Japan
2002 Lexington, USA
2006 Fontainebleau, France
2010 Stellenbosch, South Africa
2014 Chester, UK
2018 Lorne, Australia
2022 Uppsala, Sweden

ICEEP 12 will be held in Tokyo, Japan, October 26-30, 2026.

ICEEP typically attracts a minimum of 150 international delegates to each quadrennial meeting. The International Committee of ICEEP is responsible for selecting the site of each quadrennial conference and for overseeing the organisation of these international conferences by assisting the National Organising Committee, which is comprised of members from the host country. The Chair of the National Organising Committee is typically a member of the International Committee. The International Committee is responsible for determining the conference's scientific programme. The National Organising Committee and the International Committee work together to finalise the site, accommodations, budget, and sponsorship of the upcoming ICEEP. The National Organising Committee is responsible for organising the social programme and promoting the upcoming ICEEP.

Groups (professional or academic) considering submitting a bid are encouraged to communicate with the Chair of the International Committee before preparing their bid. The Chair can assist by providing estimates of costs of previous ICEEP meetings and other background information. Bids from groups or associations wishing to hold an ICEEP should be submitted as a PDF document to the Chair of the International Committee by the assigned date ahead of the ICEEP that precedes the conference on which the group or association is bidding. Therefore, in the current cycle, groups that would like to host ICEEP 12 in 2030 should submit their bid by September 1st, 2026.

Bids should include as much information as possible about the proposed site for the conference, including meeting amenities and accommodations; social programmes; ease of local and international travel to and from the venue; anticipated costs and a draft budget; the likely size of the national audience; the potential market for a lay satellite conference to help generate revenue to support the conduct of ICEEP; possible dates (ICEEP has traditionally been held between August and the end of November); and the potential for nationally-based financial support. Examples of previous successful bids can be provided to interested parties by request.

Bids will be considered by the International Committee of ICEEP and a decision for the location of ICEEP 13 will be rendered during the ICEEP 12 meeting in Japan.

Groups or associations submitting bids must be aware of the following criteria associated with the organisation of an ICEEP:

1. The National Organising Committee works in conjunction with and is guided by the International Committee to develop an itemized budget for the conference that the National Committee is responsible for organising.
 - ICEEP is a registered non-profit organisation with limited financial resources. In some instances it may be possible for the International Committee to provide the National Organising Committee with a monetary advance in order to begin organising the conference, with the understanding that these funds and any profits will be returned to the International Committee at the conclusion of the conference, to facilitate future iterations of the conference.
 - The National Organising Committee may, in consultation with the International Committee, consider organising a mid-term meeting in 2028 in order to raise additional funds to support the upcoming ICEEP 2030. The National and International Committees also collaborate in fundraising via relevant sponsors to support the quadrennial conference.
 - The National Organising Committee ultimately has responsibility for all financial aspects of the conference including payment of travel and accommodation costs for invited keynote speakers and potentially International and National Committee members depending on the financial status of ICEEP at the time.
2. Early in the planning stages of each ICEEP, an internet web site must be established for the conference, and maintenance of this web site is the responsibility of the National Organising Committee. The website should be available a minimum of 18 months before the conference and the content decided upon jointly by the International and National Committees. Primary communication of information about the conference will be disseminated electronically via mailing lists and internet contact.
3. There will be a call for abstracts not less than 12 months before the conference and the format for abstract preparation will be determined by the International Committee. The abstracts will be accepted exclusively in electronic format. The closure date for abstract submission will be determined for each ICEEP but will

be not less than 9 months before the conference date and a decision on acceptance of abstracts will be made at least 3 months before the conference. The selection of abstracts will be driven by at least two experts in each category of submission, and will be overseen by the International Committee, with possible participation of a subcommittee of the National Organising Committee. It is the responsibility of the International Committee to inform successful and unsuccessful applicants of the outcome of their submitted abstracts.

4. Following abstract acceptances, a final programme of oral and poster communications (if it has been agreed that the latter are to be part of the programme) will be developed by the National and International Committees, or their designated subcommittees. The final programme will be advertised on the web site and veterinarians informed internationally by electronic mailing lists.

Bids should be submitted as a PDF document to International Committee member, Dr. Cate Steel, at the following email address: catherine.m.steel@hkjc.org.hk by **September 1st, 2026**. Please contact Dr. Steele with any questions about the process or preparation of bids.

The International Conference on Equine Exercise Physiology (ICEEP) was established in 1982.

The current International Committee members are: Sam Franklin, Chair 2022-2026 (AU), Toshiyuki Takahashi, Chair, 2026 National Organising Committee (Japan), Anna Jansson (Sweden), Jon Foreman (USA), Renaud Leguillette (Canada), Ken McKeever (USA), Mike Davies (USA), Filipe Serra Braganca (The Netherlands), Cate Steel (China), Guilherme de Camargo Ferraz (Brazil), Warwick Bayly, ex officio treasurer (USA).