

## **Completing Your Foal Registration 101**

Get your passport quicker by ensuring you are supplying the correct details and requirements of our registration.

### **Step 1: Does your foal need DNA?**

If your foal is a product of AI via chilled or frozen semen sent direct to you (the mare owner) or your vet then a DNA test **IS REQUIRED**, however if your foal has been castrated before registration, DNA is **NOT REQUIRED**. If your mare was inseminated with fresh semen at the same stud the stallion resides at, a DNA test is also **NOT REQUIRED**. DNA kits can be purchased from the office before or after posting your registration application. Please note DNA results can take several weeks to be returned by the laboratory in busy periods.

### **Step 2: Is the dam in the correct ownership?**

Please ensure the dam of your foal is in your ownership with the original PIO at the time of foaling. If you are leasing this mare, please ensure a loan/lease agreement has been lodged with the PIO. If your mare is over stamped with the NPS please ensure you have transferred the ownership with both the original PIO and the NPS.

### **Step 3: Service Certificate**

If you do not own the stallion a **signed** service certificate from the stallion owner is required. If you do own the stallion, please sign the box in Section C on the foal registration form.

### **Step 4: Are you completing an up to date NPS registration form?**

Please download the latest form from the NPS website or contact the office.

### **Step 5: Pedigree**

If the sire and/or dam are not registered with the NPS please ensure the 3 generations of proven pedigree and studbook registration numbers are completed on the form.

### **Step 6: Naming your Foal**

Please check you have not used this name before: contact the office if you are unsure. Please check the name is not already being used as a Prefix: this can be checked on the Central Prefix Register (CPR) website. If you are using a Prefix, please ensure this is registered with the CPR and the NPS. Prefix registrations can be completed directly with the NPS or CPR.

### **Step 7: Breeder/Owner Details**

Ensure your details as the breeder are correct and complete and you have signed in the appropriate boxes. If you have sold the foal before registration, please include a completed

transfer of ownership form. NB: There is no fee for the transfer of ownership when completed alongside the registration.

### **Step 8: Markings**

Please check the markings are correct and match on the diagram and description. There should be at least 3 markings and any white markings should be completed in red pen. Please also make sure these are correctly stamped and signed by a vet.

### **Step 9: Payment**

Have you included the correct payment amount? Please note these vary between members and non-members and if the foal is being registered after 31<sup>st</sup> December in the year of birth. Up to date fees can be found on the NPS website. Please note however, all registrations are due by the **30<sup>th</sup> November** deadline and will constitute a trading standards offence if received after this date. Payment can be made by cheque, card details in the post or via card over the phone.

### **Step 10: Postal Address**

Please ensure you are posting your registration form to: National Pony Society Studbook, Arthur Rank Centre, Stoneleigh Park, Warwickshire, CV8 2LG. Recorded delivery is advised.