

Instructions for filing Forms



American Bashkir Curly Registry

Phone: 859-485-9700 • Fax 859-485-9777

www.abcregistry.org

INSTRUCTIONS FOR TRANSFER OF OWNERSHIP

1. Seller and buyer to fill out the Transfer of Ownership form entirely and sign. The Transfer of Ownership form is located on the ABC Registry website.
2. Seller name must match registration certificate.
3. The buyers name written on the Transfer of Ownership form will be recorded on registration certificate and in the ABC Registry database as written.
4. The original Certificate of Registration must be sent to the office along with the transfer of ownership form.
5. No transfer will be processed with a copy of the registration certificate. All submitted paper work will be returned to the sender.
6. No transfer will be process unless the seller is the current recorded owner of the horse through the ABC Registry office and on the registration certificate. A transfer must be done into the current owner's name (seller) and processed through the office before additional transfers will be completed.
7. All fees associated with the transfer/transfers must be paid in full before processing.
8. All blanks on the transfer of ownership form must be filled in entirely. Documents that are incomplete, or have errors, will be returned to the sender for completion or correction.

INSTRUCTIONS FOR CERTIFICATE OF REGISTRATION

1. Breeder registering the horse must fill out the Pre-Registration form completely and sign.
2. All blanks on the Pre-Registration form must be filled in entirely. Incomplete forms, or forms with errors, will be returned to the sender for completion or correction.
3. Owner listed on the Pre-Registration form will be the owner recorded on the registration certificate and ABC Registry database. If more than one owner, list all names. Owner's name/names will appear on the registration certificate and in the ABC Registry database as written on the form.
4. All horse registrations must match the stallion and/or mare breeding report filed through the ABC Registry office the previous year.
5. Sire and dam must be DNA typed and registered before the offspring's registration will begin.
6. Sire and dam ownership at the time of breeding must match the ABC Registry database at the time of breeding. If the sire and/or dam have not been transferred into the owner's name at the time of breeding, the transfer must be made before the offspring's registration can be completed.

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7. Four clear 4X6 size photos of the horse to be registered must be submitted on photo quality paper. Any other size photos, or photos not on photo quality paper, will be returned to the sender and registration delayed until required photos are submitted. Photos of horse's left side and right side (including the side of neck and face), face (forelock moved aside to show full face) and rear view are needed for registration. All photos should include the horse from nose to tail and ears down to hooves. Photos should not contain other horses, humans, fences blocking full view, etc. Photos should be clear, without shadows and light enough to clearly see color and markings.
8. Complete the DNA Data Collection form entirely. Incomplete forms, or those with errors, will be returned to the sender for completion or correction.
9. Mail Pre-Registration forms, DNA Data Collection form, four clear pictures and fees to the office.
10. No horse will be registered without all above listed requirements completed.
11. The ABC Registry does not record any horse as having a "Pending" ABC Registration or a "Pending" registration number. Any horse that the owner believes to meet the above requirements can begin the pre-registration process. If the horse does not meet the above requirements at any time during the pre-registration process will not be registered. The ABC Registry records horses as registered only and awards the horse with an ABC Registration number and Certificate of Registration when all requirements have been fulfilled.

INSTRUCTIONS FOR STALLION AND/OR MARE BREEDING REPORT

1. The ABC Registry breeding season is from January 1 through December 31.
2. Stallion and/or mare breeding reports are due in the office by March 31 of the following year.
3. Reports submitted after March 31st will be subject to a \$35 penalty.
4. Breeder to complete the breeding report entirely and sign. Incomplete forms, or forms with errors, will be returned to the sender.
5. The stallion and mare listed on the form must match the name listed on the Certificate of Registration and the ABC Registry database
6. The owner listed on the form must match the recorded owner on the Certificate of Registration and the ABC Registry database at the time of breeding. Offspring of the stallion or mare will not be registered until the sire and/or dam is transferred into the name of the owner listed on the form.
7. Name and ABC Registry number of horse breed must match the Certificate of Registration. Barn names, nicknames or missing ABC Registry number on the form will be returned to the sender for correction.
8. Dates of exposure must match the foaling date.