



## Leisure Horse Ireland

Furbo Hill, Spiddal, Co. Galway, H91 VH04, Ireland.  
Tel. +353 (0) 91 577 577 Fax. +353 (0) 91 670 111 Email: info@lhi.ie  
www.LHI.ie



### OWNERSHIP TRANSFER DECLARATION FORM

It is a legal requirement to submit this form with the passport within 30 days of taking ownership  
(all sections must be completed in BLOCK CAPITALS and declaration signed and dated by the applicant)

#### EQUINE / ASININE DETAILS:

NAME: \_\_\_\_\_

UELN / REGISTRATION NO.: \_\_\_\_\_

NEW OWNER DETAILS: \_\_\_\_\_ OWNERSHIP TRANSFER DATE: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Post Code: \_\_\_\_\_

Tel. No.: \_\_\_\_\_  
(detail your best contact telephone number if the passport is being returned to you by recorded delivery)

Email: \_\_\_\_\_

EQUINE PREMISES NUMBER: (applies to Republic of Ireland residents only) \_\_\_\_\_

#### APPLICATION CHECKLIST:

- ✓ Ensure you are submitting the passport to the correct agency.
- ✓ The passport must accompany this form.
- ✓ Include a copy of proof of purchase or a brief note outlining the circumstances of how the ownership change occurred.
- ✓ This form completed in full & signed by applicant.

#### Return Delivery:

Return delivery costs are **not** included in registration fees (please visit [www.LHI.ie](http://www.LHI.ie) to view the schedule of current rates). **Risk of loss is entirely borne by the applicant** unless recorded return delivery is requested and paid for by the applicant. We use a courier service for return recorded delivery in Ireland, please detail your best contact number and Eircode to ensure the courier can find you. Residents **outside of Ireland** must opt for return by recorded delivery by registered post.

#### Sellers Note:

Give the passport to the buyer / new owner at the time of sale and insist a transfer of ownership form is completed. Ensure you take a photocopy or photograph of the completed form for your records.

#### Buyers Note:

You must receive the passport from the seller at the time of purchase. The onus is on the buyer to have the transfer of ownership officially registered by submitting the form, fee and passport to the original passport issuer.

**Failure to register the transfer of ownership within the time limit is now a serious offence in Ireland and attracts heavy penalties if ignored.**

#### PAYMENT:

Refer to our website [www.LHI.ie](http://www.LHI.ie) for current registration fees.  
At time of printing, including vat , fees are:

**Transfer of Ownership Fee € 20.00**

**PLUS POST & PACKAGING**

#### Ireland:

**Standard Post Return**  € 4.00 (total for 1 to 3 Passports)

**Recorded Delivery Return**  € 10.00 (any quantity - pay once)

**Standard Post Return is NOT available for 4 + Passports**

#### UK & Europe:

**Recorded Delivery Return** € 16.00 (1 Passport)

**Recorded Delivery Return** € 20.00 (2+ Passports)

Cheques & postal orders etc should be made payable to **LHI**.

Total Now Enclosed: € \_\_\_\_\_ (Euro Cheques Only) We

also accept prepayment online by VISA / MASTERCARD or

PayPal. If prepaid, detail the date and the method of payment:

**DECLARATION:** (BY SUBMITTING THIS APPLICATION I AM DECLARING THAT TO THE BEST OF MY KNOWLEDGE THE PARTICULARS ON THIS FORM ARE CORRECT AND I AGREE TO ABIDE BY THE RULES OF LEISURE HORSE IRELAND. IT IS FURTHER UNDERSTOOD THAT ALL KEEPER / OWNER & ANIMAL DETAILS ARE SUBMITTED TO THE NATIONAL EQUINE DATABASE)

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

LHI Form 2— Revision 11 — Oct '21



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**APPLICATION FORM**  
**DUPLICATE EQUINE IDENTIFICATION DOCUMENT / OWNERSHIP DECLARATION**  
*(all sections to be completed in BLOCK CAPITALS and declaration signed and dated by the applicant)*

<b>OPERATOR (KEEPER) DETAILS:</b> <i>(details will NOT appear in the passport)</i>	<b>OWNER DETAILS</b> (if different): <i>(details will appear in the passport)</i>
Name:	<input type="checkbox"/> <input checked="" type="checkbox"/> <i>(Same as Operator Opposite)</i> Name:
Address:	Address:
Post Code:	Post Code:
Tel. No.:	Tel. No.:
Email:	Email:

<b>EQUINE NAME (IF KNOWN):</b>	
<b>UELN or TRANSPONDER (MICROCHIP) NO.:</b> <i>(15 Digits—Vet Markings also required)</i>	

<b>EQUINE PREMISES REGISTRATION NUMBER:</b> <i>(Equine herd number —Republic of Ireland Residents Only)</i>	<i>ROI-do not leave blank</i>
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<b>PLEASE EXPLAIN WHY THE ORIGINAL IDENTIFICATION DOCUMENT IS NOT IN YOUR POSSESSION:</b>	<b>LOST</b> <input type="checkbox"/> <b>STOLEN</b> <input type="checkbox"/> <b>DESTROYED</b> <input type="checkbox"/> <b><u>OTHER REASON:</u></b>
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<b>APPLICATION CHECKLIST:</b>	<b>PAYMENT:</b>
<input type="checkbox"/> <input checked="" type="checkbox"/> Markings completed correctly by a qualified identifying Vet. <input type="checkbox"/> <input checked="" type="checkbox"/> This fully completed application form with payment.  <b>Important Notes:</b> <b>1</b> Return Delivery - Risk of loss and cost of duplicates will be entirely borne by the applicant, unless recorded return delivery is requested and paid for by the applicant. <b>2</b> Residents outside of Ireland must opt for return by recorded delivery (Registered Post). We use a courier service for return recorded delivery in Ireland and you must detail your best contact telephone number and Eircode to ensure the carrier can contact you if necessary. <b>3</b> If you are not currently the registered owner of the animal, efforts will be made to contact the last registered owner and / or further background checks may be necessary to establish why the original passport is not available. This can result in delays in issuing duplicate passports. <b>4</b> As per EU and Irish legislation, all animals issued with a duplicate passport must be excluded from the human food chain and will be classified accordingly in Section II Part II of the Identification Document. <b>5</b> Applicants have a duty to ensure that submitted applications are complete and correct. Incomplete or incorrect applications requiring referral or return may incur additional registration fees, payable on return and in the amount as notified by LHI.	Refer to our website <b>www.LHI.ie</b> for current registration fees. At time of printing, including vat , fees are:  <b>Residents of Ireland:</b> Duplicate Passport incl Standard Post <b>€ 84.00</b> <input checked="" type="checkbox"/> <i>see note 1 across</i> Duplicate Passport—Recorded Delivery <b>€ 90.00</b> <input checked="" type="checkbox"/> <b>Residents of UK &amp; Europe:</b> Duplicate Passport—Recorded Delivery <b>€ 96.00</b> <input checked="" type="checkbox"/> <i>see note 2 across</i>  Cheques & postal orders etc should be made payable to <b>LHI</b> .  Total Now Enclosed: € _____ (Euro Cheques Only)  We also accept prepayment online by VISA / MASTERCARD or PayPal. If prepaid, detail the date and the method of payment:  _____

**DECLARATION:** I hereby declare that I am the rightful owner of this equine and to the best of my knowledge all particulars supplied herein are correct. I will abide by the rules of Leisure Horse Ireland and agree that all details given can be shared with relevant third parties, as permitted under legislation and that keeper / owner and animal details will be submitted to the National Equine Database. I further undertake to return the duplicate passport to Leisure Horse Ireland should the original be found.

<b>Signed:</b> _____	<b>Date:</b> _____	LHI Form 3— Revision 13— Feb '22
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# Leisure Horse Ireland

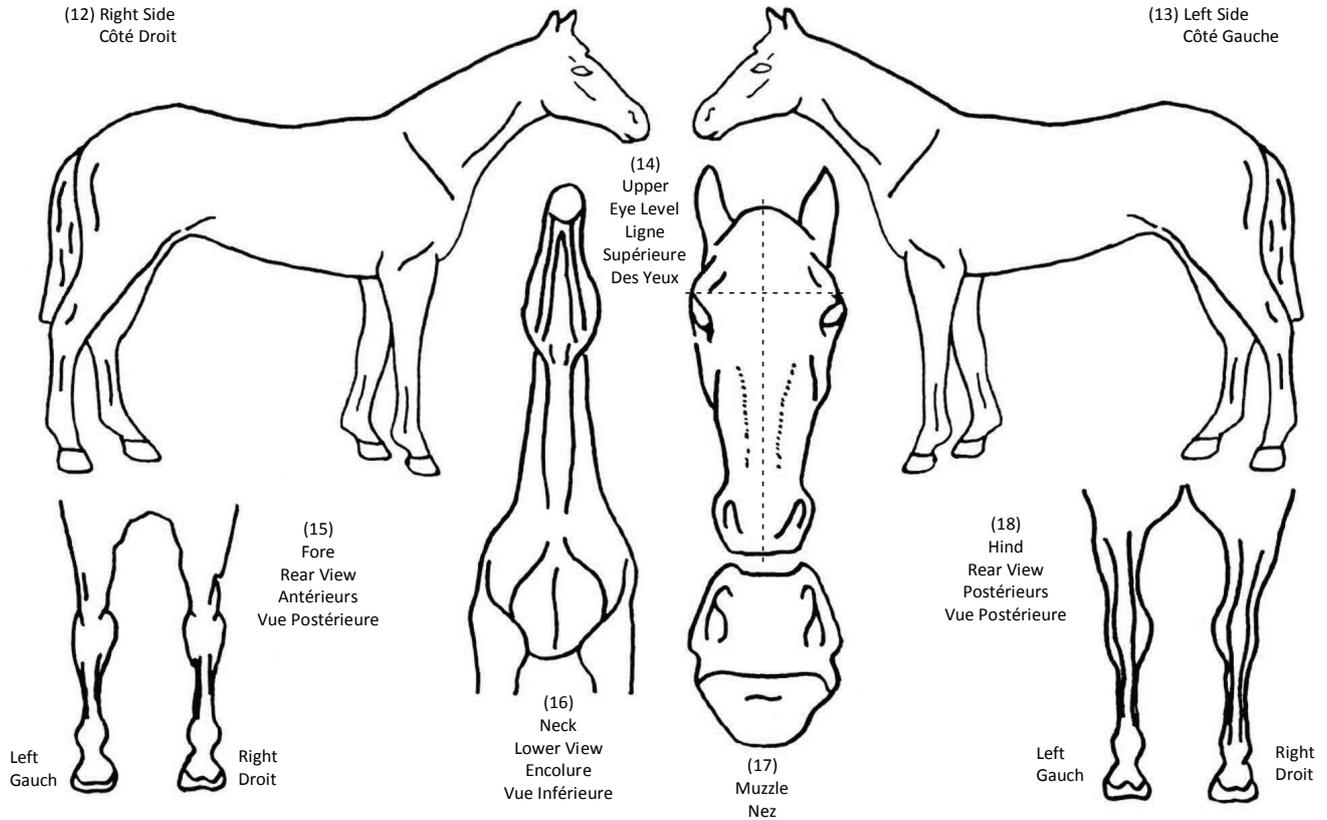
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**MARKING CHART—VET USE ONLY—VALID FOR 6 MONTHS ONLY FROM MARKINGS DATE—APPLY FOR THE PASSPORT PROMPTLY**  
 This completed form on its own is not a substitute for a Passport and is not adequate for keeping, selling or transporting an equine

Transponder location(s) must be detailed with an "M" on this diagram / Use Black & Red Ballpoint Pens Only

FOUR WHORLS MINIMUM!



Species  Equine  Asinine

*\*The submission of false or misleading information to a passport issuing organisation is now an offence\**

Colour (Robe):	Sex (Sexe):	Date / Year of Birth (D d N): / /	Compliant Transponder Number Barcode or Type / Handwrite <u>all</u> pre-existing:
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Head / Neck Tête / Encolure		Description Should Be Typed Or Written In Block Capitals.  <b>Certifying Signature &amp; Stamp Of Qualified Veterinary Surgeon Only</b> (Not To Be The Owner Or Trainer) Signature Et Cachet Du Veterinaire Agree
Foreleg Left / Ant G		
Foreleg Right / Ant D		
Hind Leg Left / Post G		
Hind Leg Right / Post D		
Body / Corps		
Markings (Acquired) / Marques		
		Vet Ref No.: _____/_____
		Place & Date (Lieu Et Date)

**Note: Identifying Veterinary Surgeon Obligations:** You must ensure that the fully completed diagram and written description agree (as per FEI / Weatherbys guidelines). Use black and red ballpoint pens only, everything which is not white on the horse must be shown in black on the diagram, i.e. white markings drawn in red, whorls in black etc. Ensure that you sign, date, detail place of marking, microchip locations, clearly apply your official stamp and detail your VCI Reference. By applying your signature to this form, you are hereby certifying the Colour, Sex and Age of the equine and using a correct specification scanner, you have thoroughly scanned and detailed all transponders that are now present in this equine.