



# IRISH DRAUGHT HORSE SOCIETY (GB)

Registered Charity No. 1080522

## PASSPORT UPDATE FORM: TRANSFER OF OWNERSHIP

Please read carefully and follow the instructions below. If any requested information is missing, applications may be returned to the sender for correction.

The IDHS (GB) primarily carries out changes of ownership for horses registered with our Society. Under a DAFM and Defra joint protocol, we can also update Horse Sport Ireland (HSI) passports, but the latter ONLY if the horse is resident in the UK.

If you also wish to update a horse's name or overstamp it at the same time as transferring ownership, you can pay for any two or all three of these services in one go. There is a discount for more than one service - please see the list of passport update fees below. You can pay through our website at [www.idhsgb.org.uk](http://www.idhsgb.org.uk) (Miscellaneous Payments). There is a separate form on the website for naming and over stamping.

To transfer ownership of a horse, either the vendor or the purchaser can apply. Please enclose the passport with the completed form. The Society reserves the right to verify any information on this form.

**Vendors:** please complete Sections 1, 2 and 3.

**If the vendor has not carried out the transfer, the purchaser MUST** complete Sections 1, 4, 5 and 6. The purchaser must also send in **proof of ownership** (a bill of sale or receipt, etc).

If the horse is jointly owned, we require all owners' signatures to be on this form. Young people under 18 can be named as an owner, but this form must be counter-signed by someone who has parental responsibility for that young person.

### Section 1. HORSE DETAILS (REQUIRED)

Horse's name (if applicable):		Date of birth:	
UELN :		Microchip:	
Gender: (M / F / Gelding)		Colour:	

### Section 2. VENDOR'S DETAILS (REQUIRED)

Full name(s) with preferred title(s):	
Address:	
Postcode:	
Tel. No.:	Email(s):

### Section 3: SIGNATURE OF VENDOR (IF AVAILABLE)

**NB:** If the vendor / current registered owner(s) details and signature are not available, **the new owner must sign the disclaimer below and provide documentary proof of ownership.** This may be a bill of sale, receipt, or if the vendor is unable to sign due to incapacity, or is deceased, another authorised person can sign on their behalf (Power of Attorney, Solicitor or Executor of the Estate). Legal proof of their authority to sign is required in these situations.

I confirm that I am the lawful owner of this horse (or authorised to act for that person) at the time of sale/transfer and that I have gifted/sold the horse to the person named below:

Signed: ..... Date of sale.....

Name, address and phone number of authorised person (if registered owner lacks capacity or is deceased):

.....

Phone: ..... Email address:.....

If the current registered owner has not signed the form, please say why: .....

**Section 4: NEW OWNER'S DISCLAIMER (COMPLETE IF THE VENDOR HAS NOT SIGNED SECTION 3 ABOVE):**

The purchaser must complete this disclaimer if the current owner is not available to sign for themselves for any reason, and there is no one who is legally authorised to act on their behalf.

Documentary proof of ownership will always be required in these instances.

I, the undersigned, hereby state that I have lawfully obtained this horse. I understand that the ownership record does not infer legal title to the horse. Should an ownership discrepancy arise, I take full responsibility for the ownership being changed into my name by The Irish Draught Horse Society (GB) and agree to indemnify the IDHS (GB) in respect of any disputes/claims that may arise as a result of this action.

Signed: .....Date of sale.....

**Section 5: NEW OWNER'S DETAILS (for joint ownership, please include both parties' details)- REQUIRED**

Full name with preferred title:

Address:

.....

..... Postcode:.....

Tel. No.: .....Email:.....

**Section 6: FOR ALL TRANSFERS: PURCHASER'S STATEMENT (REQUIRED)**

- I declare that to the best of my knowledge and belief, the information on this form is accurate.
- I confirm that I am the lawful owner of the horse. I understand that the ownership record does not infer legal title to the horse.
- I agree to my personal data being processed in accordance with (a) the Society's Privacy Policy, which is available on our website, <https://idhsgb.org.uk/legal/privacy-policy/> and (b) the UK General Data Protection Regulation. I understand that information I have provided will be registered on Defra's Central Equine Database.
- I enclose the horse's passport, which I acknowledge is the property of the passport-issuing organisation and can be recalled at any time.
- I have paid the fee online at [www.idhsgb.org.uk](http://www.idhsgb.org.uk) or by BACS.

Purchaser's signature(s): .....Date: .....

Counter signature of person with parental responsibility (for under 18's only) .....

Name(s) in capitals: .....

**FEES FOR PASSPORT UPDATE SERVICES:**

Naming (separate form)	£35 inc VAT	Payment options: • online at <a href="http://www.idhsgb.org.uk/horses/passports">www.idhsgb.org.uk/horses/passports</a> • BACS: Barclays Bank: Sort Code: 20-03-18, Account: 00700487. Please use your <u>surname</u> plus the letter(s) N (naming) T (transfer, on a separate form) or O (Overstamp) as the reference – e.g. 'Bloggs NTO'. • Cheque made payable to IDHS (GB).
Overstamping (separate form)	£35 inc VAT	
Transfer of ownership (this form)	£25 inc VAT	
Discounts: Any two of the above	£50 inc VAT	
Discounts: All three of the above	£60 inc VAT	
Post Office Special Delivery	£10 inc VAT	Please add £10 to your total fee if you require this service.

**Please post this form, with your passport to:**

IDHS (GB) Passports, Holme House, The Dale, Ainstable, Carlisle CA4 9RH.

Email [passports@idhsgb.org.uk](mailto:passports@idhsgb.org.uk) Tel. 01768 870523 (Phone lines staffed 09.00 to 17.00 Monday – Friday).