

## HORSE PASSPORTS

### I. COMPLETION OF PASSPORTS

1. A passport, which must be extended every four years, must remain with the horse throughout its life and must accompany it at all times.
2. National Federations are responsible for issuing FEI passports and must transmit the following information to the FEI before they receive the FEI passport number:
  - 2.1 original horse name, and/or current horse name
  - 2.2 UELN and/or MICROCHIP number;
  - 2.3 sex, colour and date of birth of the horse;
  - 2.4 name, nationality and address of the owner(s);
  - 2.5 copy of the description/diagram;
3. National Federations are also responsible to transmit the following changes without delay:
  - 3.1 change of the National Federation administering;
  - 3.2 change of owner and nationality;
  - 3.3 change of name of the horse or the addition of a second (commercial) name;
  - 3.4 changes in the description and diagram page, (e.g. castration);
4. The horse must be present when the description and the marking of the diagram in the passport is completed. Only veterinarians approved by the National Federation are authorised to complete this page and the description must be in accordance with the FEI booklet on Identification of Horses.
5. The National Federation is required to enter name and address of owner(s) of the horse and the owner must sign the passport where specified. (Please refer GR Art. 141). National Federations should also be aware of European Commission or other national or international legislation relating to identification of horses.
6. National Federations must inform owners that they are responsible for any special entries required to be made, such as recording the full equine influenza vaccination history of the horse (see point 11) in accordance with the ruling currently in force. The vaccination history entered in the passport must be dated, stamped and signed by the veterinarian who vaccinated the horse.
7. The passport completed by the National Federation approved veterinarian must be returned to the National Federation to be checked, authenticated by the signature of an official of the National Federation and the National Federation official stamp and be recorded by National Federation.
8. For passports and recognition cards, National Federations are obliged to make two copies of the description diagram, retain one and send the second copy to the FEI for registration and record purposes.
9. Owners
  - 9.1. Residents abroad and whose horses are kept in their country of residence must apply to the National Federation of their country of residence for passports, in accordance with the procedure laid down in this section. The National Federation of the owner's country of residence must inform the owner's home National Federation of such action.
  - 9.2. Owners living in their own country and whose horses are kept in a foreign country must apply to the National Federation of the country where the horses are kept for the issue of a passport or the validation of a national passport with recognition card.
10. The passport should be held by the Person Responsible or the person accompanying the horse, but it must be returned to the National Federation for endorsement in the following cases:
  - 10.1. change of ownership. The new owner is responsible for informing and sending the passport to the National Federation for registration.
  - 10.2. change of name of the horse or the addition of a second (e.g. commercial as a pre or a suffix) name.
  - 10.3. the endorsement of any changes in the description and diagram page.
  - 10.4. death of the horse.
11. Vaccination history: The horse's vaccination history has to be checked by an approved National Federation's veterinarian and, if correct, the following statement may be used: "The

vaccination history of this horse is correct to date. Last vaccination on ... (enter date)" in the cases mentioned below:

- Newly issued passports
- Duplicates

The veterinarian authenticating such a statement has to be the same who filled in the description and diagram pages.

## **II. NATIONAL PASSPORTS**

1. National Federations or National Equestrian Authorities that issue their own passports may apply to the FEI to have their passports approved for use instead of the FEI Passport. The names of countries for which National Passports have been approved will be published in the FEI Bulletin.
2. The completion of approved National Passports must be in accordance with the procedure as laid down in section I. (see FEI booklet Identification of Horses, 4<sup>th</sup> edition)
3. Following approval, National Passports become International with the addition of an FEI plastic cover and recognition card. Only with such a cover and valid recognition card may a horse compete internationally.
4. At least the sex and colour of the horse must be completed in one of the official FEI languages; it is strongly recommended that for the description of the horse the English language is used.

## **III. CHANGE OF OWNERSHIP AND NATIONALITY**

When a horse is sold to an owner of another nationality, the new owner must send the passport to his National Federation for registration and recording as required in section I. The new National Federation is responsible for informing the FEI, and the original National Federation, of the change of ownership and nationality.

## **IV. CHANGE OF NAME**

1. When the name of a horse is changed, the owner must send the passport to his/her National Federation for recording. The National Federation is responsible for registering the change of name which must be stated in the FEI passport.
2. The Original Name of the horse entered in its passport is the name under which it is first registered with its Studbook National Federation. If the horse's name has been changed before it receives an FEI or FEI Approved Passport, the Original Name must be entered first and must be retained as the Original Name throughout the life of the horse.

## **V. ISSUE OF DUPLICATE PASSPORT**

1. If a passport is lost or irreparably damaged, or if some or all pages are fully completed, a passport marked duplicate may be issued by the National Federation following the procedure in section I (see FEI booklet Identification of Horses 4<sup>th</sup> edition). The period of validity of the duplicate passport will be for the remaining period of validity of the original passport. The horse retains the same passport number that must be entered by the National Federation in the duplicate passport.
2. If the original passport is found back, both passports must be returned to the appropriate National Federation. The original passport will be re-registered and returned to the owner. The duplicate passport is to be destroyed and the FEI duly informed.

## **VI. EXTENSION OF HORSE PASSPORTS**

1. Horse/pony passports are valid for four years after which period they require a revalidation sticker affixed to the front page. Revalidation stickers must indicate the passport number and the expiry date of the sticker.
2. National Federations must order revalidation stickers from the FEI.

3. The validity of the revalidation sticker must be four years.
4. National Federations should make every effort to ensure that Persons Responsible obtain revalidation stickers from their National Federations in due time before their horses compete.
5. The control of revalidation stickers is part of Passport Control conducted by the Veterinary Commission/Delegate at all international events.
6. If a passport does not contain the relevant revalidation sticker the Veterinary Commission/Delegate will instruct the Person Responsible to purchase a revalidation sticker within the succeeding 30 days. This fact will be recorded in the passport and also in the Veterinary Report. The horse will be allowed to compete during this period without penalty. However, under no circumstances will it be permitted to do so following the expiration of the 30 days unless the passport has been correctly extended in the interim.

#### **VII. PASSPORT ISSUING SYTEM AS FROM JANUARY 2006**

As from January 2006, the system for issuing FEI passports or recognition cards by national federations has been changed. Guidelines for this system can be found on the FEI website, section Members.