



# INSTRUCTIONS FOR COMPLETING THE TRANSFER REPORT/BILL OF SALE

THIS IS A THREE PART DOCUMENT. WRITE FIRMLY!

- The **original** is the buyer's copy to be forwarded, along with the registration certificate, to the TWHBEA office with the appropriate fee\* for recording transfer of record of ownership.
- The **second** copy is the buyer's personal copy.
- The **third** copy is the seller's personal copy.

## **FEE FOR TRANSFER OF RECORD OF OWNERSHIP:**

*\*Transfer recorded within 30 days of purchase date:*

Member \$40, Non-member \$100

*After 30 days but within 120 days:*

Member \$70, Non-member \$130

*After 120 days but within 180 days:*

Member \$100, Non-member \$160

*After six months of the purchase date:*

Member \$130, Non-member \$190

- 1** Enter the registration number and registered name as it appears on the registration certificate.
- 2** To transfer an unregistered foal, enter the year of foaling and the dam's registration number.

- 3** Enter date the horse to be transferred actually changed ownership.
- 4** Indicate whether the animal to be transferred is a stallion, mare or gelding.
- 5** Indicate whether the animal to be transferred has been bloodtyped/DNA or not bloodtyped/DNA.
- 6** Print the name(s) of the buyer(s) as it should appear on the record of ownership. Enter buyer's correct mailing address. If joint ownership, enter all owners' names. Obtain the signature(s) of the buyer if present at the time of the sale.
- 7** Enter printed name(s) of seller as it appears on registration certificate of animal to be transferred. Enter mailing address for all recorded owners at the time of sale. Obtain signature(s) of seller (all recorded owners must sign as seller).
- 7A** If the animal being transferred is a stallion and semen has been retained by the seller, the number of straws must be declared. The retained semen disclosure statement and frozen semen registration forms must be submitted with the transfer form.

- 8** If the animal to be transferred is a mare, indicate whether she is being sold "open" (not served) or "bred". If she was served prior to date of sale, but had not yet foaled, enter the registered name and the registration number of the sire. Enter date served and indicate whether the stud fee is paid, not paid or partially paid. Obtain the signatures of both the stallion owner and the mare owner at time of service.

If animal to be transferred has not yet been registered, but has a completed application on file at the Association awaiting parentage verification, a transfer form may be completed and returned with fee, so that when the original certificate is issued the papers will go to the new buyer.

*TWHBEA members may execute transfers at a reduced rate. (Membership also includes the breed journal, Voice of the Tennessee Walking Horse magazine.) If you'd like to become a member, request a membership application and return it with the appropriate fee.*