



ISSUE OF DUPLICATE PASSPORT/LIFETIME DOCUMENT

Please read the following notes before completing the application:

1. All Duplicate Passport/Lifetime Document applications must be verified by DNA, microchip and marking chart which will extend the **time line of application to 4 weeks**.
2. A fee of €200 (CPBS Members €185) must be enclosed with this form and sent to the CPBS prior to the Society undertaking to issue the pony with a Duplicate Document of Identification.
3. A DNA sampling kit and CPBS marking chart will be issued to the owner on receipt of correct fee.
4. If you are not the registered owner of the pony, Section 5 of this form must be completed and the relevant fee for Transfer of Ownership enclosed.
5. A hair sample authorised by a veterinary surgeon must be forwarded to Weatherbys Scientific Laboratory for analysis to confirm that the pony to be issued with the duplicate document matches the DNA profile from the original sample on record.
6. New CPBS markings must be completed by your vet. A microchip can be purchased from the office and sent with the DNA kit if requested.
7. Only CPBS Marking Chart will be accepted. Applications accompanied by any other marking chart will be returned. This may be downloaded www.cpbs.ie.
8. A duplicate document will not be issued by the Society unless these conditions are complied with fully.
9. If any information required is missing or incomplete this application will be returned.

Check list (please tick to confirm included)

Section 1 Pony details	Microchip, sex and colour minimum information	
Section 2 Details of previous passport	Lost, stolen etc. If stolen was it reported?	
Section 3 Applicant's details	ALL information must be completed	
Section 4 Transfer of Ownership	If not the registered owner, vendor's details are required	
Section 5 Indemnity and Declaration	Signature and date required	
Section 6 Payment	Please ensure correct payment is enclosed and sign	

Service/Fees	CPBS member	Non member
Transfer of Ownership	€15	€30
Duplicate Passport	€185	€200
Microchip	€15	€15
Registered Return Post	€9.90	€13.80

Sections 1 to 6 follow on next pages, please complete fully

OFFICE USE ONLY

Client ID:		IHR	
Purchase Reference Duplicate			
Purchase Reference Transfer		Reg Post	

Section 1

Pony details* Microchip, Gender and Colour are essential minimum information for application

Name

Year of birth

Gender*

Colour*

UELN

Microchip*

Section 2

Please give details why/where original Lifetime Document/Temporary Foal Certificate was lost, stolen or destroyed

Section 3

Applicant's details Please complete in BLOCK CAPITALS

Name

CPBS Membership Number

Address

Mobile/Telephone number

Email

Equine Premises Number

Sections 4, 5 and 6 follow overleaf

Section 4 Only to be completed if you are not the current registered owner of the pony**Vendor's details (from whom the pony was purchased)**

Name of vendor

Address

Mobile/Telephone number

Email

Equine Premises Number

Date of sale

New owner details (only to be completed if different from Applicant's details)

Name

Address

Mobile/Telephone number

Email

Equine Premises Number

CPBS Membership Number

Section 5**Indemnity and Declaration**

In consideration of the Connemara Pony Breeders' Society, issuing a Duplicate Passport or Lifetime Document to me, I hereby indemnify the said Connemara Pony Breeders' Society (CPBS) against any claims and actions whatsoever arising out of the issuing by the CPBS of a Duplicate Passport or Lifetime Document to me in respect of a Passport or Temporary Foal Certificate which has been lost by me and which despite exhaustive searches cannot be located. I hereby undertake to return the Duplicate Passport or Lifetime Document to the CPBS should the original be located. I declare that the details as completed on this form are correct.

In addition, I declare I am aware of the **General Data Protection Regulation (GDPR) 2018 Notice** and **Privacy Policy of the CPBS**, copies of which are available to read/download from the CPBS website www.cpbs.ie. The CPBS is committed at all times to process personal data in accordance with the GDPR 2018 Act. I have read and fully understand both these documents.

Signed: _____ Date: _____

Section 6

Payment	Duplicate Passport	Transfer of Ownership	Microchip	Registered post	TOTAL
CPBS member	€185	€20	€15	€9.90/13.80	€
Non member	€200	€30	€15	€9.90/13.80	€

I enclose Cheque _____ Postal Order _____ for total of € _____

Signed: _____ Date: _____