

**Notes on Completing Your Application** Carefully follow the instructions for completion, as your guide

The recommended procedure for identification is described in the FEI booklet 'identification of horses'.

The diagram and written description must agree, and be sufficiently detailed, to ensure the positive identification of the animal in future.

*Once the passport is issued, the diagram cannot be changed. The passport will be a record of your horse's identity.*

It is likely that you will need to supply the passport number on competition entries. It is essential that your description and diagram accurately reflects your horse. It is also important to point out at this stage that the name of the animal is of utmost importance – the name on the animal's passport must match that of which it competes under.

Once a passport is issued it is unlawful to alter it. The passport will stay with the horse for life and must be passed to the new owner if you sell the horse. When an animal dies the passport should be returned to the breed organization which issued the passport.

New owners will need to contact us to update our records. There is a change of ownership form which should be kept in the inside back pocket of the passport.

Complete the form using **BLOCK LETTERS IN black ink**, except for white marks (on the diagram of the horse), which should be shown in **RED**. NB for a grey horse, only clearly defined white skin pigmentation should be marked.

Write/draw clearly and accurately and make sure all features and markings are drawn on all relevant diagrams as accurately as possible.

Make sure you complete the details in all the boxes on the application form. If you do not know specific information, for example, the breeder details or your horses' Sire, write 'UNKNOWN' in the appropriate box, do not leave the boxes blank.

All white marking must be shown in **RED** and the written description completed using **BLACK** ink.

If there are no markings this must be stated in the written description.

All head and neck whorls must be marked 'X' and described in detail.

Other whorls should be similarly recorded especially in greys and those animals lacking sufficient other distinguishing marks.

- Note any scars, brands, freemarkers or other acquired marks. Brands must be drawn and the number and details recorded on the description.
- Note any permanent congenital defects such as parrot mouth.
- Note should be made of any microchip number or DNA reference number which applies to your horse.
- Note if eyes are not normal brown colour, ie pink, blue or a wall eye.
- Note colour of hooves (black, white, striped)
- Do not use abbreviations or ditto ('') marks.
- Do not use technical terms eg 'caudal'.

**White marks: All white areas must be outlined in red and hatched with oblique lines.**

- **White limbs:** the description of white on the limbs must indicate where the white ends in relation to the bones or joints ie 'white to knee'.
- **Prophets thumb marks:** Muscular indentations about the size of a thumb usually found on the neck, these must be shown on the diagram by an 's'.
- **Scars:** Scars should be indicated by a 'V' with an arrow pointing to the location of the scar.
- **Whorls:** Whorls are spiral patterns of hair that occur where the horse's coat hairs change direction. Most are small circles but some may be extended. They are especially common on the neck, head, chest and flanks. Whorls should be indicated on the diagram of the horse with a 'S'. Elongated whorls should be indicated by a 'X' with a line indicating the direction in which they extend and noted as 'feathering' in the description. If no whorls are present, this should be noted.
- **Star:** White mark on forehead, note position to midline.
- **Feint:** A start where white hairs are mixed with darker hairs making it indistinct.
- **Blaze:** A broad white marking down the centre of the face.
- **Snip:** A Small white area on the muzzle or nose.
- **White face:** A large white area usually covering the forehead, face and often both eyes and nostrils.
- **Facial marks:** All facial marks must be drawn and described in relation to position of nostril, eye or other feature.