

## **INSTRUCTIONS TO REQUEST IDENTIFICATION FOR INSCRIPTION (103)**

Verify the available of possible promotions for this service at [www.lgancce.com](http://www.lgancce.com)

1. Access the LG PRE Stud Book web site at [www.lgancce.com](http://www.lgancce.com). Click on the tab **Documentation**; select and download the form “**International Request for Service**”.
2. Complete the form, indicating Request for Service **103**; make sure that you have filled out all of the boxes on the form.
3. Before indicating the fee, consult the table with the current fees for the service requested. Request the price list from your local Collaborating Association; should your country not have an association, consult the applicable fee for said service/s at: [international@lgancce.com](mailto:international@lgancce.com).
4. Indicate the name of the horse or horses for which you are requesting the registration (inscription), as well as the number on the covering (breeding) certificate for each horse, in the corresponding section.
5. Once you have filled out the application form, sign it and then proceed to pay for the service through the LG PRE Stud Book Collaborating Association in your country, (consult [contact information](#) on our web site). If no Association is available, make your payment through our web site at [www.lgancce.com](http://www.lgancce.com).
6. Send the Request for Service, together with the payment receipt and the Covering (Breeding) and Birth certificates, duly filled out and signed by all parties involved to the international Collaborating Association in your country. Should there be no such association, send all of the aforementioned documentation to the main LG PRE Stud Book office in Sevilla, Spain. Remember that documents with erasures, corrections or missing information will not be accepted.  
  
For more information regarding contact information about the Collaborating Association in your country, click [here](#) or contact the main LG PRE Stud Book office.
7. Once all of the documentation is prepared for the registration of your foal—known as the inscription kit—(this includes the Pre-inscription Document and a card for the blood sample), this will all be sent to the postal address provided by the breeder on the Request for Service.
8. The breeder, upon receiving the inscription kit, should contact the Authorized Veterinarian in his/her country, who in turn, will go to the stud farm. There, the vet will microchip the foal, prepare the graphics, take a blood sample, which the breeder then sends to his/her Collaborating Association or the main LG PRE Stud Book office, as would be the case, together will all of the pre-inscription documents, once these have been duly filled out by the vet.
9. Upon receiving the compatibility confirmation, the main LG PRE Stud Book office will proceed to issue an equine ID, through the corresponding Collaborating Association, or, in such case that there is



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no such association, it will be sent directly to the breeder at the address indicated on the Initial Stud Farm Status form. Should the compatibility result be negative, the breeder will receive timely information regarding the matter.

### DOCUMENTATION REQUIRED FOR PROCESSING:

Request for Service <sup>(1)</sup>       Payment Receipt       Covering & Birth Certificate

(1) Available at [www.lgancce.com](http://www.lgancce.com)

For further information regarding this matter, please feel free to contact us at:

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- Fax: +34 954 953 989      Web: [www.lgancce.com](http://www.lgancce.com)

