

INSTRUCTIONS TO REQUEST CHANGE OF OWNERSHIP (619)

Verify the available of possible promotions for this service at www.lgancce.com

1. Access the LG PRE Stud Book web site at 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 **619**; 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.
4. Indicate the name of the horse or horses for which you are requesting Change of Ownership, as well as the code for each horse, in the corresponding box.
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.
6. Then send your Request for Service, including the payment receipt provided by your bank, together with the Ownership Card—duly filled out and signed by both the seller and the buyer—to the LG PRE Stud Book Collaborating Association in your country or to the main LG PRE ANCCE Stud Book office should no local Association be available. Remember that Ownership Cards with erasures, corrections or missing information will not be accepted. Should an Ownership Card/Passport have not yet been issued, a document certifying the transfer of said horse and signed by both parties may be supplied. (A contract model is available on our website at www.lgancce.com; look for “Purchase Statement”).

In some cases, additional documentation may be required to complete this process; said documents may be considered essential to provide this service.

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. Upon receiving the necessary documentation, it will be reviewed, verified and validated, in which case the main LG PRE Stud Book Office will proceed to issue and send the new Ownership Card. Said Ownership Card will be sent to your Collaborating Association, or should there be none in your country, it will be sent directly to you, the breeder, at the postal address provided on the Initial Stud Farm Status form.



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DOCUMENTATION REQUIRED FOR PROCESSING:

- | | |
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| <input type="checkbox"/> Request for Service ⁽¹⁾ | <input type="checkbox"/> Payment Receipt |
| <input type="checkbox"/> Original Ownership Card | <input type="checkbox"/> Sales Contract ⁽²⁾ |

⁽¹⁾ Available at www.lgancce.com

⁽²⁾ If and when the horse has never had an Ownership Card, it is essential that you send the Sales Contract, or legally accepted documentary proof that the horse has changed ownership, to the main LG PRE Stud Book office in Spain.

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

- Phone: + 34 954 975 480
 - Fax: +34 954 953 989
- e-mail: international@lgancce.com
web: www.lgancce.com



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