

The 2011 Inspection Checklist and Forms

The following two pages are a checklist to help you understand and organize all of the forms and documents that are required for presenting your foal or horse for inspection. We recommend that you make a copy of it and be sure that you can cross off every box before coming to the inspection.

MEMBERSHIP

You must first become a member of the OHBS before you can take your horse to an inspection for breeding approval or registration. Please visit the website to find the PDF form <http://www.oldenburghorse.com/Oldenburghorse-Membership.html>, or contact the office to have them send you the form. Fill it out and send that in along with your membership fee payment to the OHBS office immediately.

I have sent in my 2011 Membership Form and Payment.

GO TO THE WEBSITE: www.oldenburghorse.com

If you can use a computer and access the internet without problems please simply follow the rest of the steps outlined on this checklist. If using a computer and/or accessing the internet is a problem, then please read through the rest of this checklist and prepare all of the necessary information you will need for the forms. Once you have everything together call the office at 561-969-0709 and give them all of the information they will need to fill out the forms for each of your horses and/or foals that you plan to present at the inspection.

I cannot access the internet so I have called the OHBS office and given them the inspection site date and location, as well as all of the necessary information about the horses and/or foals I plan to present.

INSPECTION SITE ENROLLMENT FORM

Please fill out the Inspection Site Enrollment Form and send it to the Inspection site that you plan to attend. This form is available at: <http://www.oldenburghorse.com/2011-Inspection-EnrollmentForm.pdf>, or you can request that it be sent to you by mail from the OHBS office.

I have filled out and sent the 2011 Inspection Site Enrollment Form to the Inspection Site I plan to attend.

INSPECTION REGISTRATION FORMS

In order to expedite the paperwork process at the inspections and to minimize typographical errors we would like everyone to please fill out these forms immediately. You can find the links to the appropriate Microsoft Document forms at <http://www.oldenburghorse.com/Oldenburghorse-Inspections-SignUp.html>. The final form is a three paged carbon form that must be filled out, e-mailed, and printed by our Florida office WELL BEFORE the inspection. Please choose the appropriate form and then follow these steps:

- 1 - Click on the link for the appropriate form in the dark blue bar at the top of the page
- 2 - Select "Open File" when prompted by your computer. This should open the Microsoft Word Template Document in your word processing software.
- 3 - Fill in ALL of the fields in the top part of the section by placing your cursor into each of the dark boxes, and type over the text that is already in the box.
- 4 - When all of the dark boxes are filled in by you, click on "Save As", and save the form into a place on your computer where you will easily be able to find it. Please also re-name the file with your horse's name included.
- 5 - Attach the registration form that you just filled out to an e-mail addressed to inspections@oldenburghorse.com, write "Registration Form" in the subject line of the e-mail, and then send it to the office. If you have any questions at all about this, do not hesitate to e-mail oldenburghorseweb@hotmail.com

I have filled out the appropriate Inspection Registration Forms online for each and every horse and/or foal I plan to present for the inspection.

I have checked with the inspection site ahead of time and confirmed that they have received the completed forms for all of my horses and/or foals.

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DNA ENVELOPE

This is an envelope with a small form on the front of it that will be sent to the inspection site by mail from the OHBS office once you have filled out the online inspection registration forms. Samples for DNA can ONLY be pulled by the inspectors at the site, and they will seal the sample in the envelope at that time. Every horse being inspected for either registration or breeding approval with the Oldenburg Horse Breeders' Society must be, or have been DNA tested by the OHBS or the German Oldenburg Verband.

I have checked with the inspection site ahead of time and confirmed that they received DNA envelopes for all of my horses and/or foals.

REQUIRED DOCUMENTS

For stallion or mare breeding approval you must bring the ORIGINAL registration papers of the horse being inspected and a copy. For foal registration we need the completed ORIGINAL BREEDING CERTIFICATE as well as the dam's ORIGINAL papers. The breeding certificate can be obtained from the sire's owner or the frozen semen agent, and it must be complete with the date of shipping, the signature of the sire's owner or agent, the date of insemination, the inseminating vet or technician's name, and their signature. In the past we have literally had over 100 missing or incomplete Breeding Certificates in a year, and this has caused delays in the issuing of registration papers for months if not permanently. Please see page 3 for an example of the Breeding Certificate.

I have my mare's and/or stallion's ORIGINAL Registration Papers AND A COPY ready to take with me to the inspection.

and/or:

I have received the COMPLETED ORIGINAL Breeding Certificate from the owner and/or frozen semen agent of the sire of my foal. I have reviewed it carefully to make sure it is fully filled out and signed by the sire's owner and/or frozen semen agent AND the attending veterinarian or technician that inseminated the mare, and I have it ready to take with me to the inspection.

INSPECTION SITE FORMS AND DOCUMENTS

The host farm may require additional information for their records and may provide a secondary entry form to be returned prior to your inspection date. Contact your local inspection site to receive a copy of the form(s) for early completion and for stabling information. In order to prevent the passage of disease please ensure that all breeding stock over 1 year of age have documented proof of negative coggins tests at the inspection and their vaccinations are up to date.

I have contacted the inspection site that I plan to attend and have filled out any necessary stabling forms and/or additional entry forms that they require.

I have the proof of negative coggins for any horses over 1 year of age ready to take with me to the inspection.

MARE PERFORMANCE TEST

The OHBS-GOV will hold Mare Performance Tests every year. Please check the website for dates and locations. Registration for the Mare Performance Test will be via a separate form that will be posted later on the website and will be mailed out. Please see www.oldenburghorse.com, and click on "Events - MPT's".

If you have any further questions or concerns about any of the above forms, or issues such as eligibility please contact the OHBS Office by phone 561-969-0709.

OLDENBURG HORSE BREEDERS SOCIETY

BREEDING CERTIFICATE

INSTRUCTIONS for 2009: This breeding certificate must be prepared including dates of shipped semen and signed by the stallion owner or registered agent of the stallion. The inseminating vet or technician also must sign the dates of insemination. There are no exceptions. Foal owner must bring white copy with all signatures to the inspection site. Pink copy stays with the stallion owner and yellow copy stays with the mare owner.

This is to certify that the stallion _____ Reg. # _____
was bred to the (breed) _____ mare, _____
Reg. # _____ by (sire) _____ out of (dam)
_____ by (dam's sire) _____
Color and markings: _____
Owned or Leased by: _____
Name Phone

Address
by the following method: _____ Pasture Breeding _____ Frozen semen*
requires Veterinarian _____ Artificial insemination _____ Natural Cover
certification and (mare & stallion on farm)
signature. _____ Transported cooled semen*
on the following dates: _____ 20 _____

Date Signature of Owner/Agent of stallion
AT TIME OF SERVICE

Print - Name (Owner/Agent) Address
*VETERINARIAN CERTIFICATION IN CASE OF A.I., TS, OR FS:
I certify that the above named mare was bred by _____ AI _____ TS _____ FS
on _____ with semen identified by me as being from
(Dates)
the above named stallion.

Date Signature of Veterinarian and State where licensed

Print name of Vet Address
Foaling Date _____ Sex _____ Color/Markings _____

Oldenburg Horse Breeders Society • 150 Hammocks Dr. • West Palm Beach, FL 33413 • Tel. 561-969-0709 • Fax 561-969-0064 • Web: www.Oldenburghorse.com
Email: oldenburg@oldenburghorse.com

Above is a copy of the Oldenburg Breeding Certificate for your review. An original Breeding Certificate is necessary for foal registration. A copy will not be accepted. The original breeding certificate can be obtained from the sire's owner or the frozen semen agent, and it must be complete with the date of shipping, the signature of the sire's owner or agent, the date of insemination, the inseminating vet or technician's name, and their signature. In the past we have literally had over 100 missing or incomplete Breeding Certificates in a year, and this has caused delays in the issuing of registration papers for months if not permanently.