



# SPORTS PONY STUBOOK SOCIETY

## APPLICATION FOR A DUPLICATE PASSPORT

Please use this form only if an SPSS issued passport has been lost, stolen or damaged

Please complete all parts of this form before returning it to the SPSS Studbook Office.

By law every equine must have a valid passport. It must be replaced with a duplicate asap if lost or stolen. Any passport that has come unbound is also invalid and must be returned to the Studbook Office with the appropriate fee so that a duplicate can be issued. Note that the relevant legislation mandates that Section II Part II of all duplicate passports is completed by the issuer to state that the pony may not enter the human food chain.

For passports issued prior to 1st April 2014, if the plastic spine is damaged but still intact and/or additional vaccination pages are required the passport should be returned to the Studbook Office along with a cheque for £10 to cover postage & packing. Note that all passports are returned by the RM Signed For service.

**Duplicate Passport Fee:** If passport lost or stolen:..... **£60**  
If passport is damaged or fully unbound (all pages must be returned): ..... **£40**

### GENERAL INFORMATION

Name of pony: .....

UELN (if known): ..... Date of Birth: .....

Current Owner's name: .....

Address: .....

.....

Telephone/Mobile no(s): .....

E-mail address: .....

If the current owner has not formally transferred ownership into their name with the SPSS then a Transfer of Ownership Form must be completed (including signature by previous owner or other proof of purchase) and returned with the form and the Transfer of Ownership fee.

It is mandatory for all ponies requiring duplicate passports (to replace a lost or stolen original) to be microchipped and for a vet to complete the form on Page 3. If a microchip cannot be found by the vet, they must implant a new one and record the information on page 3.

### DECLARATION

I, the undersigned, certify that \* delete as applicable

- I am the owner of the pony described above and that the details given are correct.
- The original passport has been lost\* / stolen\* / damaged (or come unbound)\*.
- If the original passport is found, I will return it IMMEDIATELY to the SPSS

Signature: .....

Date: .....

If you are unsure about any part of the process, please contact the SPSS Studbook Office on 07703 566066 **BEFORE** submitting your documentation.

All applications should be sent to the address below in an A4 or A5 envelope to minimise folding

**SPSS Studbook Office**  
**New Barn Farm, Capel Road, Rusper, West Sussex RH12 4PZ**

Cheques should be made payable to Sports Pony Studbook Society or SPSS

Or if you wish to pay by bank transfer, please transfer the total amount due (if possible use your pony's name as reference) **before** posting this form and complete the section below:

Bank: Barclays  
Branch: Worthing  
Account Holder: The Sports Pony Studbook Society  
Sort Code: 20-98-74  
Account: 20439428

Amount transferred: .....  
Date of transfer: .....  
Account Holder: .....  
Reference used: .....

---

**Please get your vet to complete/verify Page 3 (and Page 4 if necessary)**

## SPSS DUPLICATE PASSPORT IDENTIFICATION FORM

**The recommended identification procedure is described in the FEI booklet ‘Identification of the Horse’**

Written description should be typed or written in block capitals. Written description and diagram must agree. All white markings should be hatched in red. Whorls must be marked in black with an X and described below. All identifying features should be marked – for horses with no markings and less than 3 whorls then the chestnuts must be drawn on page 4. The position of the Microchip must be marked with **(M)** and a transponder barcode sticker (if available) stuck over the box with “TRANSPONDER” in.

Name of Pony: .....

Colour: ..... Sex: MALE / FEMALE / GELDING\* \*delete as applicable

Head: .....

Left Foreleg: ..... Right Foreleg: .....

Left Hindleg: ..... Right Hindleg: .....

Body (inc neck): .....

Markings (eg freeze mark, scars): .....

Date of examination: ..... Place: .....

I, the undersigned veterinarian (not to be the breeder or owner of the pony), certify that I have: **\*delete as applicable**

(a) completed/verified\* that the information on this form is correct

(by crossing out any that don't apply)

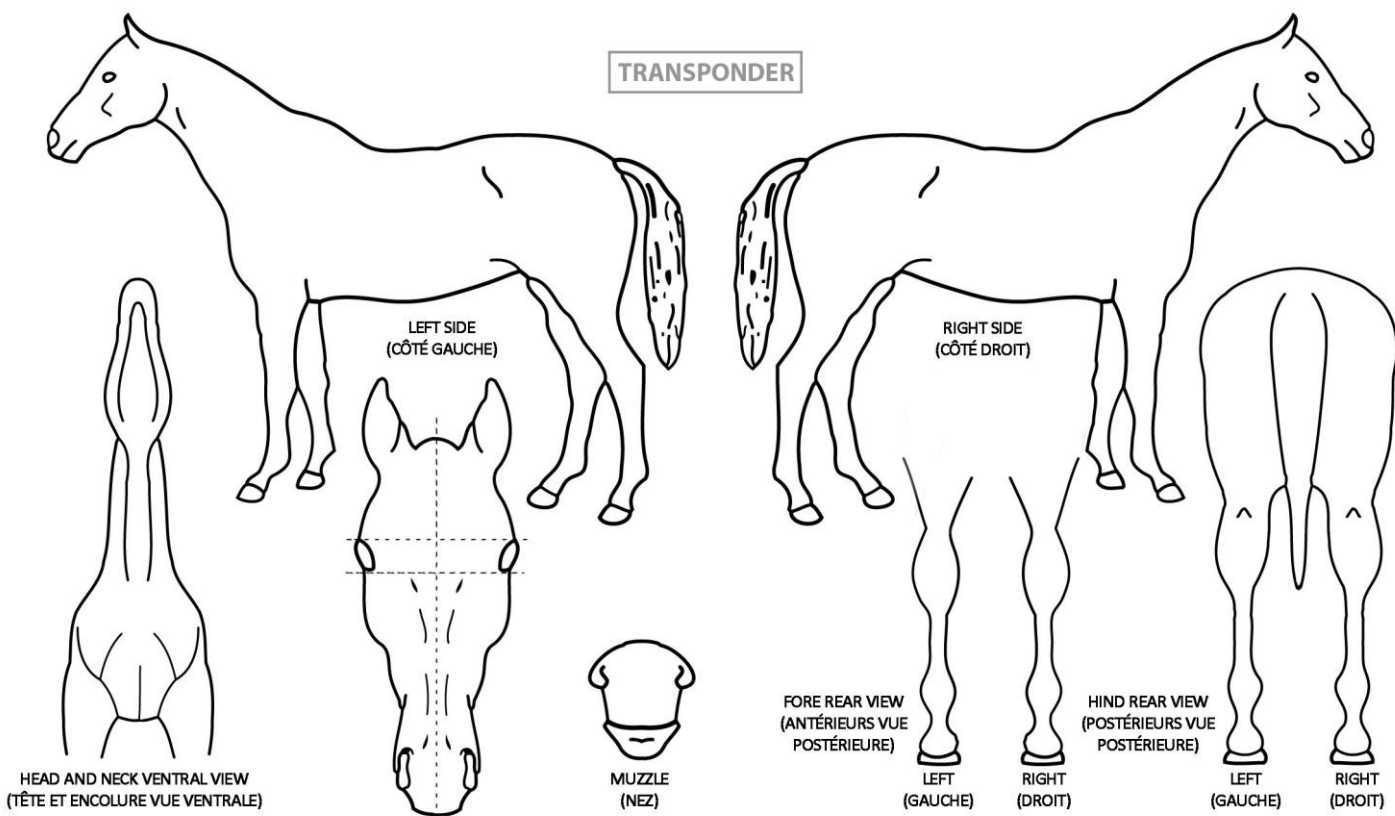
\* (b) scanned & confirmed no microchip present then inserted a microchip

OR

\* (c) scanned and read a microchip previously inserted.

Transponder/microchip code: <div style="display: flex; justify-content: space-around; align-items: center;"> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> <span style="border: 1px solid black; width: 20px; height: 20px; margin: 2px;"></span> </div> Reading system (only if not ISO 11784):
---

**NOTE THAT IF NO MICROCHIP IS FOUND THEN A DNA HAIR SAMPLE MUST BE TAKEN AND SENT WITH THE FORM.** The hair sample should be pulled from the mane or tail and have the roots attached.



Signature and stamp of the veterinarian or qualified person or competent authority (name in capital letters) <i>Signature et cachet du vétérinaire ou de la personne qualifiée ou de l'autorité compétente (nom en lettres capitales)</i>	Date/Date:
--	------------

## Chestnuts

The outline of each chestnut must be drawn in the appropriate square for all horses without markings and with less than three whorls (not required otherwise).

Name of Pony:

Foreleg Right / <i>Antérieur droit</i>	Hindleg Right / <i>Postérieur droit</i>
Foreleg Left / <i>Antérieur gauche</i>	Hindleg Left / <i>Postérieur gauche</i>
Signature of the veterinarian completing above	