

# INFO SHEET



*(Reissued April 2001)*

## **CHANGE OF NAME & ISSUE OF DUPLICATE BIRTH CERTIFICATE**

1. Name changes are undesirable and should be discouraged. In the event that a name change is requested, an application in writing together with the fee required should be lodged with the Federal Registrar, who will check the availability of the preferred name and decide in consultation with Branch officials as necessary whether a name change is to be allowed.
2. The breeder's stud prefix (or suffix) as it appears on the original birth certificate should **not** be changed, even if a name change is applied for and approved. Where there is no stud prefix, of course, this rule does not apply. Similarly it may be possible to give an imported horse a new Australian name without retaining any part of the old name, at the discretion of the Registrar(s) as above.
3. Where there is sufficient space, the new name should be typed on the original birth certificate (eg, Now named: ".....") and endorsed by the Federal Registrar with signature, date and stamp. If this is not possible, advice of the name change should be typed on AWhA letterhead, appropriately signed, dated and stamped by the Federal Registrar, and attached to the birth certificate.
4. Generally, a horse keeps its original birth certificate throughout its life. This is an important document (proving ownership, identity and breeding) which should be carefully safeguarded.
5. Duplicate birth certificates should only be issued if the original is lost. A statutory declaration to this effect may be required.
6. The duplicate should be in the form of a photocopy made by the authority that issued the original, even if a horse moves interstate and/or has been granted a new name.
7. All name changes should be recorded on the duplicate.
8. **The original registration number should never change.**
9. Imported horses will arrive with documentation for their country of origin. The AWhA State Registrar should sight the originals of these papers and make a copy for their own records and those of the Federal Registrar.
10. The import will then also be issued with an AWhA registration number and birth certificate by the State Branch of which their owner is a member. Their overseas registration number (Life Number or L.N.) and original name (if name change is applied for and granted) should be recorded on the AWhA birth certificate.

When a horse changes owners, the transfer of ownership should be recorded on its papers. The old owners may keep a copy, but the original always accompanies the horse.