

BHS Passport Change of Ownership Form

THE BHS CAN ONLY UPDATE PASSPORTS ISSUED/OVERSTAMPED BY THE BHS.

YOU MUST SUBMIT THE PASSPORT WITH THE APPLICATION, FAILURE TO DO SO WILL RESULT IN THE APPLICATION BEING RETURNED (unless applying for a duplicate & change of ownership).

We are unable to transfer ownership to children under the age of 16.

If the horse is jointly owned, we require all owners' signatures and dates of birth to be on this form.

A passport is not legal proof of ownership of an equine. By signing this document, you confirm that you have lawfully obtained the animal.

The British Horse Society will not take responsibility for ownership disputes. **In the event of an ownership dispute regarding an animal registered with BHS, you must notify BHS immediately so that we can flag the animal on our system to prevent any attempts to update the passport until the dispute is resolved with all parties.**

The cost of transferring ownership is £17.50 (or £14.50 for registered equine charities).

Registered Name of Horse Passport Number

Name(s) and address(es) of **new** owner(s).....

..... Post Code:

Tel:..... Email:.....

Owners D.O.B.: **(ALL JOINT OWNER DOBS ARE MANDATORY)**

I HEREBY CERTIFY THAT THE PARTICULARS DETAILED HEREIN ARE CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

Signature of new owner(s) **(ALL JOINT OWNER SIGNATURES ARE MANDATORY)**

Personal information that you supply to us may be used in a number of ways. For example: to contact you about a passport application process or to share the passport information with DEFRA and other Passport Issuing Organisations, in order to fulfil our legal obligations. Please see our Privacy Policy on our website for more information on how we look after your personal information.

The British Horse Society will accept no responsibility for loss of or damage to documents in the post

I would like to **Fast Track** my application for an **additional £25**. Fast track applications are processed within one working day subject to the correct paperwork and returned **1st Class Signed ForTM** All passports, other than Fast Track, are returned **2nd Class Signed ForTM**.

Payment details: PAYMENT MUST BE MADE WITHIN 45 WORKING DAYS – FAILURE TO MAKE PAYMENT WITHIN THIS TIME FRAME WILL RESULT IN THE APPLICATION BEING TERMINATED

I enclose my cheque/postal order made payable to 'THE BRITISH HORSE SOCIETY' to the value of £.....

Please call me to take a credit card payment – **YOU WILL BE CALLED FROM 02476840517**

PLEASE NOTE: Upon receipt of the Change of Ownership form, the BHS will complete the required changes within 10 working days. Fast Track applications will be processed within one working day. Please be aware that incorrect paperwork can cause delays.

The British Horse Society, Passport Office, Abbey Park, Stareton, Kenilworth, Warwickshire CV8 2XZ
Tel: 02476 840517 Email: passport@bhs.org.uk www.bhs.org.uk