

## Transfer of Ownership

**Please enclose your existing passport, completed form and your payment.**

Name of Equine

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Passport No (UELN):

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### **Seller:**

I confirm that I have sold the above equine to:

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Signature:

Date:

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Name:

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Address:

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Postcode:

Telephone:

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Email Address:

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**Please Note:** Failure to fully complete this section in full, including the signature, will result in a delay processing your passport.

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### **Purchaser:**

I confirm that I have purchased the above equine and am now the legal owner.

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Signature:

Date:

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Name:

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Address:

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Postcode:

Telephone:

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Email Address:

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**This is the address we will return the passport to, so please check its accuracy.**

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Once completed, please ensure the you send the form, payment and your existing passport to the address at the bottom of the page. Ensure that you have included the correct fee, and including any return postage and express processing payments. Please also include a "Payment Notification Form attached to this document.

**Data Protection:** We will retain your name, address and other contact details only for the purpose of administering your passport as a Passport Issuing Office (PIO). Unlike other PIO's we will **never** pass your details to third parties, unless explicitly ordered to do so by DEFRA, or other official bodies, under our agreement of being a PIO.

## Payment Notification

Please use this form to tell us what you are paying for, and to ensure that you make the correct payment amount.

| Service   | Rate (£) | Quantity | Total |
|---|----------|----------|-------|
| New Passport Application                          | £ 25.00  |          | £     |
| Transfer of Ownership                             | £ 20.00  |          | £     |
| Change of Address                                 | £ 15.00  |          | £     |
| Duplicate Passport                                | £ 25.00  |          | £     |
| Passport Amendments                               | £ 15.00  |          | £     |
| Transfer of Ownership, plus a duplicate passport  | £ 40.00  |          | £     |
| Change of Address, plus a duplicate passport      | £ 40.00  |          | £     |
| Transfer of Ownership<br>(with equine amendments) | £ 30.00  |          | £     |
| Change of Address<br>(with equine amendments)     | £ 30.00  |          | £     |
| Counter Signing Section IX for Equine Export      | £ 15.00  |          | £     |
|   |          |          |       |
| Fast Track Service                                | £ 20.00  |          | £     |
| Return of Passport Via Registered Post            | £ 6.00   |          | £     |
| Total Payment Due                                 |          |          | £     |

Please make all cheques payable to Veteran Horse Society. PayPal payments are possible - see the web site. If you wish to make a Bank Transfer payment please do so to account number 67116906, sort code 50-42-37, and include your name as a reference.