



NB. All Equines must now be microchipped by a veterinary surgeon and the application form signed by them before a passport can be applied for.

Instructions for completing
the application form
for a
Donkey/Horse Passport

Please read before starting to complete the form, as any errors or omissions will regrettably result in the forms being returned to you

Passport Issuing Authority :- Donkey Breed Society

Please return Applications to:

Mrs R A Clarke
Bryncelyn
Llanfyllin
Powys
SY22 5NE

Tel: 01691 648168

Instructions.

Please complete the application form for a passport, in accordance with the instructions given. All Equines must now be microchipped prior to application and the details included on the form, so have the form present when the veterinary surgeon comes to carry out the procedure. If you do not understand what is required, please contact the Administrator – phone no. on front cover.

*Once the form is completed, please send it, together with a cheque for the correct amount, made payable to Donkey Breed Society, to the address on the front cover. Please ensure that you print clearly in block capitals – you may know your address, but we don't and need to be able to decipher these words accurately – so please **BE CLEAR!***

Section A – Equine's Basic Details

- 1) **Name** – We are governed by the National Equine Database protocol.
- 2) Name must be not more than 25 characters, where the name contains a word likely to be deemed a prefix, that word will be deleted, and/or any spacing between words removed.
- 3) Members who do not have registered prefixes will have their surname added in brackets or a numeric code, whichever is more appropriate. This is necessary to maintain the requirement for unique identity

Duplicate, misleading or distasteful names are not permitted. A distasteful name is one, which, in the opinion of the Donkey Breed Society Stud Book Committee, is distasteful and / or likely to cause offence, in which case, the name will not be permitted. If you attempt to register a duplicate name, the animal will be registered in that name but with your surname in brackets afterwards. If this still results in a duplicate, a numeric qualifier will also be added.

- 4) **Colour** – This must be the main body colour. For exotics (such as zebra family), the colour should be given as 'black / white striped' or similar as appropriate. The colours suggested below can be used singly or jointly (e.g. grey / brown) with the addition of a qualifier such as 'pale' or 'dark'. Please note that whilst a 'white' horse is always referred to as 'grey', donkeys can be either white or a steel grey, so please differentiate between the 'greys' if possible e.g. grey (white) or grey (steel grey). A 'white' animal can either be listed as 'white' or 'grey (white)'

Black, Brown, Bay (brown with black mane, tail and (often) lower limbs)
Chestnut, Palomino, Roan (strawberry, blue etc) – white hairs mixed evenly in coat
Piebald (black and white), Skewbald (any other colour and white)
Appaloosa – blanket or leopard spotted
Dun (a pastel shade of brown, with dark mane / tail)
Dapple grey, Grey (white) or grey (steel grey)
White (NB 'white' and 'grey (white)' are the same – use whichever you prefer.)

- 5) **Place of birth** – Please enter the county (if born in UK) or country and district (if born abroad). If place of birth is not known, please enter 'unknown'.

Section B – Equine Identification

- 6) **Competent Authority** – (to complete diagram and matching description).

- It is a legal requirement that a Veterinary Surgeon must implant a microchip into an equine, and sign the form on page 3 to confirm that and to add the electronic code to page 3 and also to printed boxes on the silhouette; but after that procedure has been carried out a designated competent authority is no longer required; the owner may complete the written identification and silhouette diagram following these instructions

- 7) **Height** – measured to wither (highest point at base of mane). May be entered in either hands (units of 4 inches) or centimetres, please ensure you specify which! **PLEASE DO NOT PUT THE HEIGHT IN INCHES.**

8) Description All foals born after 1st July 2009 and any other donkey which has not previously had a passport must be microchipped prior to passport application being made and the microchip alphanumeric code inserted into the application form on page 3 and above the silhouette on page 4/5. Unknown donkeys must be scanned for any pre existing microchips and the code recorded.

Description should note the colour plus any markings, their position and shape. It is essential that this written description and the silhouette agree. Any marking drawn on the silhouette must be described here and any marking described here must be drawn on the silhouette.

Do not use terms, which are too technical – it is imperative that a layman can identify the equine from this written description, in conjunction with the silhouette. Please also ensure that when describing a marking in this section, it refers to the same position on the drawing. If the left / near fore hoof is described as ‘striped’ please ensure that it is this same hoof that is marked as such on the diagram – not the offside or a rear!

Please do NOT use subjective descriptions such as ‘pretty head, wispy tail, long back’ etc. or comments such as ‘Very strong, cheeky character’ etc – these are NOT identification marks.

Items to be considered are :-

- ◆ Whorls – these are spirals of hair like the ‘crowns’ on a human head. They are usually circular but may sometimes be elongated, perhaps with a ‘feathered’ appearance. They are very common, often on the head, neck, chest or flanks.
- ◆ Ears – for donkeys in particular, note any distinctive markings
- ◆ Head / face markings.
 - ◆ Star – a white mark on the forehead. It may be round or elongated. Describe shape, size and position in relation to eyes and centre line (between eyes and down nose)
 - ◆ Blaze – a wide white stripe down the centre of the face
 - ◆ Stripe – a narrow version of a blaze
 - ◆ White face – a very wide ‘blaze’ which often extends over both eyes / nostrils
 - ◆ Snip – a small white mark on the muzzle
- ◆ Eyes – usually brown, but occasionally blue, pink or ‘wall eye’ – where the eye is very pale with a lot of white surround.
- ◆ Prophet’s thumbprint (black spot, usually on neck either side of jawl).
- ◆ Leg markings – do not describe in terms of ‘stockings’ or ‘socks’ but instead describe position and height in relation to other areas such as fetlock, cannon bone, knee, hock etc. (If you are uncertain as to the names of the other areas, either consult an experienced person, or buy a book to assist. It may help to think of the ‘fetlock’ as the ‘ankle’, the ‘cannon bone’ as the ‘shin’ and the ‘hock’ as the equivalent to a backward pointing knee on the rear leg.)
- ◆ Hooves – note colour (s) of each hoof.
- ◆ Mane / tail – note colour of mane and tail.
- ◆ Stripes, particularly in duns, donkeys or donkey-crosses - dorsal (along the back) or ventral (along the underbelly) stripes
- ◆ For donkeys / mules / hinnies etc – give description of cross, if present (e.g. forked at one end, tapering on shoulder). If donkey and no or partial cross, please state this.
- ◆ Scars / congenital defects –e.g. undershot jaw, , old wound, torn ear etc.
- ◆ Permanent identifier (if any) e.g. Freeze brand / tattoo / microchip / hot brand – give code and position, and tell us what sort it is e.g. freeze brand, tattoo, microchip.

9) Section G – Identification silhouette

Please ensure that all markings noted on the verbal description (Section B) are shown here and vice versa. All markings, other than white, should be made in a black pen. White markings must be shown by use of a red pen. Where an area is noticeably paler than the surround (e.g. belly) please do NOT mark it as ‘white’ unless it actually is.

All whorls should be shown in black by an ‘x’, a prophet’s thumbprint must be shown by a ‘+’, a deformity, scar or permanent identification mark (e.g. tattoo, brand) must be shown by a ‘V’.