

**Appaloosa Horse Club UK Limited (ApHC UK)**  
**Legal Responsibilities of Owners in relation to Equine Passports**

The following information will be provided individually to all passport applicants and new owners in written format. This information is also available on our website [www.aphcuk.org](http://www.aphcuk.org). You can also contact our Registrar, Auriol Thorne, on 07827 858120.

**Introduction to the Appaloosa Horse Club UK (ApHC UK)**

The Appaloosa Horse Club UK was formed in February 2000 to promote and preserve the Appaloosa horse according to the mother breed in the USA. The ApHC UK is also proud to be the only official UK Appaloosa society affiliated to the Appaloosa Horse Club, Moscow, ID, USA. In the UK we hold a register for American and British bred Appaloosas and issue passports for main and part bred horses. We also offer a passport service for non-appaloosas. Please refer to the Registrations section of our website for further details on our breed registers and our registration criteria and procedures.

We hold annual national and regional shows in the UK with a wide variety of English and Western showing and performance classes. Our national show is held over the second weekend in August each year and is very well attended by members who have the opportunity to show their horses in front of high caliber judges including an accredited American judge. We also have an active youth membership that we encourage to take part in our shows where they can ride their ponies or non-appaloosas in specially designated youth classes. The club produces a regular quarterly newsletter with up to date news and interesting articles about topics relevant to our membership. The ApHC UK has produced one of the best-selling Allen Guides to Horse & Pony Breeds: The Appaloosa (Guide No 9) which is a must for Appaloosa enthusiasts. We also offer the 'Spotted Pride' book which gives a unique illustration and history of the American foundation bloodlines. See our website for further details on both these books.

**About the Appaloosa Horse**

Appaloosas are considered to be a rare breed in the UK and the origins of the breed date back to the 1700s when the horses were selectively bred by the Nez Perce Indians of North America taking their name from the Palouse River. The Appaloosa today is known for its excellent temperament and ability to learn quickly as well as great versatility in both English and Western riding. Appaloosas often stand out with their highly coloured coat patterns for example blanket or leopard spotted coats and Appaloosa characteristics such as striped hooves, white sclera in the eye (like the human eye) and mottled skin. Not all Appaloosas have such coloured coat patterns or characteristics as the Appaloosa is a breed and not a colour. Some Appaloosas are solid coloured or non-characteristic and they are important in the breeding cycle as they often pass on colour to their offspring.

**Appaloosa Horse Club UK Passports**

It is a legal requirement for all horses and ponies to be issued with a passport. Horse Passport law is governed by the commission Regulation EC 504/2008, and in England by the Horse

Passport regulations 2009, and where applicable, any subsequent amendments or successors to these regulations. Passports are required throughout the EU for identification, effective disease control and in order to protect the human food chain.

Owners and keepers with primary responsibility must ensure their horses are correctly identified and be able to produce the passport without delay when required. All horses, ponies, donkeys and other equidae are required to have a passport from 6 months of age, or by 31<sup>st</sup> December in the year of their birth, whichever is the later.

A horse's passport must be kept with the horse at all times. This includes any time the horse leaves the yard, such as to go to a show, on loan or away for schooling. It is illegal to travel a horse without their passport, unless they are being transported for emergency veterinary treatment. The passport must be produced within three hours of it being requested by enforcement agencies. The passport may be requested at any time but the most common situations where a horse's passport will be requested include:

- When the animal is moved into or out of Great Britain
- When the animal is used at a competition
- When the animal is moved to new premises
- When the animal is presented at a slaughterhouse for slaughter
- When the animal is sold
- When the animal is used for breeding purposes.

The passport must accompany the horse at all times, except:

- When stabled or on pasture and the passport can be produced without delay
- When it is moved temporarily on foot in the vicinity of the holding and the passport can be produced within 3 hours
- When it is moved on foot between summer and winter grazing
- When it is less than 6 months old, and accompanied by its dam or foster mare
- When it is participating in training or competition which requires them to leave the event venue
- When moved or transported under emergency conditions

Vets will require the passport when prescribing many common veterinary medicines, (for example "Bute") and will ensure the horse in question is then permanently excluded from the human food chain by signing part II of Section IX of the passport.

The Meat Hygiene Service (MHS) is responsible for enforcing the checks carried out at slaughterhouses, and Local Authorities (Trading Standards Departments) are responsible for enforcing the law elsewhere. As with all government legislation, there are penalties that may be applied by the courts for non-compliance. Most offences have a fine of up to £5,000, two years'

imprisonment or both.

Applications for equine passports can only be accepted for micro-chipped animals, and the owner or keeper must ensure that the equine does not already have an existing passport. When the passport is received, it should be carefully checked to ensure all the details are correct, and then signed where required on the owner's page.

No animal may have more than one passport. Passports are the property of the Passport issuing organisation (PIO) and the passport must be returned to the issuing PIO:

- If the animal changes ownership (within 30 days)
- If any alterations are required (for e.g. update of adult colour, castration etc)
- If extra pages are required for vaccination records etc
- If the document is damaged
- When the animal dies (within 30 days)

In the event of any of the above please return ApHC UK passports to Auriol Thorne, ApHC UK Registrar, 2A Dryden Way, Liphook, Hants, GU30 7QB.

### **Processing passports**

Passport applications will be dealt with within 20 working days of being received by the ApHC UK Registrar provided all information is supplied and the application is correctly completed ie forms are fully and correctly completed, the relevant stallion report is on file and all additional information is supplied such as required photos, PSSM certificate and the correct fee. See latest information on up to-date fees on our website. All passports/passport applications are logged in when received and logged out and posted recorded delivery. All passports sent to us for over stamping or updating should also be sent by recorded delivery.

Telephone calls regarding the processing of passports or related documentation will be taken by the Registrar's Office between the hours of 10am to 4pm on working days and any messages will normally be returned within 24 hours. The registrar can also be contacted via email on [registrations@aphcuk.org](mailto:registrations@aphcuk.org)

### **Late Passports**

Passports may still be acquired for horses older than the passport deadline, provided there is no existing passport for the animal. Applications should be made to the ApHC UK for Appaloosa horses, and should include appropriate checks and fees. Before the passport is issued to the owner, the ApHC UK will sign part II of Section IX to permanently exclude the horse from the human food chain.

### **Duplicate Passports**

If the passport is lost, a duplicate may be requested from the ApHC UK if we are the original PIO. On receipt of appropriate fees and checks, a duplicate passport may be issued, in which

part II of Section IX will have been signed by the ApHC UK, to permanently exclude the animal from the human food chain. The Duplicate passport will be stamped as a duplicate, and should the original passport ever be found, it must be returned to the ApHC UK, the issuing PIO immediately.

### **Transfers of Ownership**

The horse passport does not constitute proof of ownership of the horse. However, it is a requirement under the Horse Passport (England) Legislation to register a change of ownership with the relevant Passport Issuing Organisation (PIO) within 30 days of acquiring a horse. The ApHC UK will require a completed transfer form and fees. Please refer to the registrations section of the website for details of our current fees.

It is an offence to sell a horse without a passport. Sale of any horse should not be completed if the passport has not been provided. The passport must match the horse in question. If the purchaser does not receive the horse's passport, they will also be committing an offence when transporting the horse to its new home.

Transfer of ownerships are normally dealt with very quickly and are completed within 1 to 7 working days or will be processed within 10 working days maximum depending on workloads at the time provided all information, forms and fees are correct.

### **Return of the Passport**

In the event of the death of any horse, the passport must be returned to the ApHC UK if we are the issuing PIO for cancellation within 30 days of the death. Owners may request the return of a passport following cancellation. Any such returned passport will be clearly stamped 'invalid' to prevent any fraudulent use. Slaughterhouses will return passports directly to the ApHC UK if we are the issuing PIO.

### **Record Keeping**

The ApHC UK complies with the Data Protection Act whilst processing personal data. Any records containing personal data are encrypted and held on the Grassroots software which is backed up after every alteration or update on the system and in two other drives of which one is kept remotely away from the computer. A backup is uploaded to the Grassroots website weekly.

All paper records are to be kept for at least 35 years or a minimum of 2 years from the date of the horse's death.

### **Pedeweb and Chipchecker**

Pedeweb is an online registry facility for members only. When joining the ApHC UK as a member you will receive a letter with your membership and unique passcode of four random letters. This will enable you to research pedigrees, notify us of transfers, castrations, deaths and promote your own stud through the website. Your personal details are covered under the Data

Protection Act which we adhere to, and as such you will have to send back part of the form to give your permission for your details to be accessed by other members.

Chipchecker was set up by the Grassroots system to enable the authorities to track down microchips of horses. Currently, 22 passport issuing offices upload their microchip details to the chip checker link, which saves time and is more efficient.

### **Complaints & Appeals Policy & Procedure**

We take complaints very seriously, so if you are not satisfied with our service and we have not provided a satisfactory explanation why we processed or did not process your registration or passport in the manner you expected we will handle your complaint as follows:-

1. We will acknowledge your complaint by telephone, mail or electronic means by return.
2. Within ten working days we will attempt to find a solution agreeable to you.
3. If the solution is not acceptable you can appeal against the decision by putting the grounds of your appeal in writing to us within ten days.
4. We will forward your complaint to be considered at the next Directors Meeting following the date your appeal is received.
5. Within three working days of the meeting we will contact you by telephone, mail or electronic means to give the Directors decision regarding the outcome of your appeal. We will also send you written confirmation of the outcome decision. If the decision is in your opinion unacceptable and if the complaint involves passport legislation, EU legislation 96/78 or other legislation that we have to operate under, we will refer the matter to the relevant authorities for a final decision.

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**The Appaloosa Horse Club UK Limited: Company Number: 3918039  
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