

# Instructions for Completing Application for Registration

The following paragraphs correspond to the numbered areas on the front of the application. Please read carefully.

- The breeder is the recorded owner of the dam at the time she is bred.
- The owner is the recorded owner of the dam at the time she lambed. For progeny of bred ewes purchased, the breeder's name will automatically print on the Certificate of Registry.
- Do not write in this column Association No. is assigned by AccuRegister at the time of processing your registrations.
- Indicate "B" if Montadale to be registered is Black, all others will be considered white. Leave blank if white. The letter "B" will appear on the Certificate of Registry following the Association No.
- The private flock identification is the name the owner of the animal being registered has chosen plus a number used to identify the lamb with corresponds to the ear tag or tattoo in the right ear. Each Montadale must have a different identification number from all other Montadales in the owner's flock. Any numbering method is acceptable.
- Indicate if lamb to be registered is a (R)am or a (E)we.
- List the complete birth date (mm/dd/yy) of each animal being registered.
- List the birth type codes as S=single, TW=Twins, TR=triplet, QD=Quadruplet
- List the registration number of the sire of the animal being registered. If the owner of the sire is different, provide a breeding certificate.
- List the private flock name and number, as it appears on the Certificate of Registry off the ram that sired the animal being registered. If the ram is Christened, you may include the Christened name in this column, but you must include the private identification number as well.
- List the registration number of the sire of the animal being registered. If the owner of the sire is different, provide a breeding certificate.
- List the private flock name and number, as it appears on the Certificate of Registry, of the dam that sired the animal being registered. You may also include her Christened name.

13. If you sold the animal being registered, list the complete date of sale (mm/dd/yy). Leave blank if the animal being registered was not sold.

14. It is extremely important to list the purchaser's name exactly how they request it. This will prevent non-member charges accessed if they are current member.

15. Only if the sire of the lamb(s) to be registered was borrowed or leased, should the owner of the sire complete this Breeding Certificate.

**Breeding Certificate:** For ewes purchased bred, the seller should indicate the association number of the ram to which the ewes were serviced in the transfer information on the back of their Certificates of Registry. The association number of the ram must be used, not his flock number or christened name. Lambs born from purchased ewes with transfer dates less than 145 days before lambing will show previous owner as breeder.

## MISCELLANEOUS

**Registration Submission:** Registrations applications can be made online at [www.accuregister.com/MSBA\\_Submit](http://www.accuregister.com/MSBA_Submit) or by completing a downloadable Registration Application form. Registration Application forms can be e-mailed, faxed or mailed directly to AccuRegister. Emailed or faxed applications will be put in line with regular mailed applications unless RUSH is indicated. MSBA recommends you always retain a copy of applications submitted for your records.

**Payment:** Check or money order. Please make payable to Montadale Sheep Breeders Association. Credit cards accepted if sent through PayPal at [www.montadales.com](http://www.montadales.com) or [www.accuregister.com/MSBA\\_Submit](http://www.accuregister.com/MSBA_Submit). No applications will be considered until all fees are paid.

**Membership Names:** Membership name is the exact way you wish your membership to read and the way you will sign all papers. Ownership of sheep and membership name must read the same. Membership/Ownership name and flock name you choose to use are not necessarily the same. Joint memberships are acceptable provided the flock is also jointly owned.

**Processing Time:** Work is to be returned within 10 business days provided it is error free.

**Return Rush Fees:** Work requested returned by other than First Class U.S. Mail, or to have registrations faxed to a fair, incurs an additional minimum \$35.00 charge. Accu-Register will not e-mail work back to you.

## Transfer Information

**Transfers at time of Registration:** Montadales sold before they are registered must be registered in the seller's name and then transferred to the new owner incurring appropriate charges for both transactions. When registering lambs which have been sold, the seller completes Column 12 and 13. The buyer's name will then be listed as the owner on the front of the Certificate of Registry and the date of transfer will show as the date recorded.

Transfers are mailed to the new owner directly from the Accu-Register office, not back to the Seller. First time buyers will receive a membership package, registry applications, and supplemental information. **All Transfers must be mailed in and paid for by the Seller.** Transfers sent in by the Buyer will not be processed.

**Transfers for previously registered Montadales:** Owner completes transfer portion on the back of the registration certificate. Give buyer's full name and complete mailing address. For ewes bred at time of sale, supply the Association No. of the ram which serviced them. A new registration paper will be printed with the new owners name on the front. A complete history of ownership appears on the back.

The following fee schedule are basic rates for paying with check or money order. Credit card and Pay-Pal fees will be slightly higher

Fee Schedule:	Quantity	Member Fees	Non-Member Fees	Totals
<b>ANNUAL DUES:</b>				
Seniors - Before March 31st * <i>21 or older on Jan. 1st.</i>		30.00	-----	
Seniors - April 1st and later		50.00		
Juniors - Before March 31st * <i>20 or younger on Jan. 1st</i>		10.00	-----	
Juniors - April 1st and later		15.00		
Booster Dues		25.00	-----	
<b>REGISTRATIONS:</b>				
For Montadales born <u>after</u> 09-01 last year <i>Postmarked 1-1 to 5-31 or 7-16 to 12-31</i> <i>Postmarked 6-1 thru 7-15</i>		7.00 10.00	14.00 20.00	
For Montadales born <u>before</u> 9-01 last year <i>Postmarked 1-1 to 5-31 or 7-16 to 12-31</i> <i>Postmarked 6-1 thru 7-15</i>		14.00 20.00	28.00 40.00	
<b>TRANSFERS:</b> <i>must be sent in and paid for by seller</i>				
Within 60 days of <u>sale date</u>		7.00	14.00	
After 60 days from <u>sale date</u>		14.00	28.00	
<b>OTHER:</b>				
Duplicate Registration Certificate <i>no changes to original</i>		7.00	14.00	
Corrected Registration Certificate		10.00	20.00	
Christened Rams		25.00	50.00	
Christened Ewes		5.00	10.00	
Work returned by Fax / Fed-Ex <u>minimum</u>		35.00	35.00	
<b>TOTAL ENCLOSED WITH WORK</b>			<b>\$</b>	

\* Or for new members paying dues for first time within one year of purchasing Montadales