

CLEVELAND BAY
HORSE SOCIETY
OF THE
UNITED KINGDOM

Rules
and
Regulations



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1. INTRODUCTION

The Cleveland Bay Horse Society of the United Kingdom (CBHS) is a U.K. based E.U. recognised studbook fully approved by D.E.F.R.A. (Department for Environment Food & Rural Affairs) as a P.I.O. (Passport Issuing Organization). The CBHS is a Limited Company registered at Companies House (number 00022866) and is also a Registered Charity (number 293872).

The Council of the CBHS consists of up to 15 elected members, the majority of whom shall be pure breeders at the time of their election to Council. A pure breeder for this purpose is someone who has, at any time, registered a pure-bred foal in the CBHS stud book. One third of Council retire in rotation at the AGM, and an election is held to appoint new members of Council. The quorum for meetings of Council is 8.

Members of Council, or Trustees as they are called are not able to remain on Council if certain rules are broken, this includes becoming bankrupt; if a guilty plea has been entered against them, or if they have admitted to a charge of cruelty to animals; or if they resign; if they fail to declare an interest; if they are prohibited from holding office under the Companies Act or other relevant Act; if they are absent from 3 consecutive meetings; if they fail to observe the rules of the CBHS. Trustees are not allowed to receive payment from the CBHS, other than expenses or grants that are available to ordinary members.

The Trustees are responsible for ensuring the CBHS comply with all UK law. Trustees must also ensure that the DEFRA issued Minimum Operating Standards for PIO's is complied with. This document can be found here;

http://www.clevelandbay.com/documents/uploads/minutes/MOPS_20_Dec2018.pdf

The CBHS is a data controller and endeavours at all times to process personal data in a way that is fully compliant with General Data Protection Regulations. We only keep personal details where necessary. These are kept confidential, secure and will only be used for administration, statistical and analytical purposes, supplying information to an equally compliant third party that have a legitimate requirement for the data, such as the Central Equine Database.

We will not disclose personal data to third party data controllers other than in connection with the equine database, unless in accordance with law.

The CBHS will share horse pedigree data with appropriate third parties where it facilitates the advancement of knowledge about breeding, health, and performance.

2. OBJECTIVE (incorporating Breeding Objectives)

The CBHS has stated objects set out within the Memorandum of Association. The stated objects are in the following excerpt originally put together in 1886: -

3. The objects for which the Society is established are to preserve and improve the standard of horses in general and of the Cleveland Bay Horse in particular by improving the standard of breeding of Cleveland Bay Horses and by promoting the introduction of Cleveland Bay blood into horse breeding.

In furtherance of these objects but not further or otherwise the Society shall have the following powers: -

- a) To encourage the sales of Cleveland Bay Horses, and Part Bred Horses.
- b) To compile and publish a Stud Book for such Horses and a Register of Part Bred Horses and to acquire the copyright of any such Stud Book, or of any pedigrees already published, or of any such Register.
- c) For the purposes of the Society, and subject to the provisions contained in the 21st section of the Companies Act 1862, to purchase, take on, lease and otherwise acquire for the Society, houses, lands, horses, goods, chattels, and effects to sell, let and otherwise dispose of the same.
- d) To hold Shows of such Horses, to operate a premium scheme to offer prizes and to do all other such lawful things as may be necessary for the attainment of the above objects or any of them.

4. The income and property of the Society shall be applied solely toward the promotion of its objects as set forth in the Memorandum of Association and no portion thereof shall be paid or transferred, directly or indirectly by way of dividend, bonus or otherwise howsoever by way of division of profit, to members of the Society and no member of its Council of Management or Governing Body shall be appointed to any office of the Society paid by salary or fees or receive remuneration or other benefit in money or money's worth from the Society provided that nothing herein shall prevent any payment in good faith by the Society.

- a) of reasonable and proper remuneration to any member, officer or servant of the Society (not being a member of its Council of Management or Governing Body) for any services rendered to the Society;
- b) of interest on money lent by a member of the Society or of its Council of Management or Governing Body at a rate per annum not exceeding 2% less than the minimum lending rate prescribed for the time by Midland Bank PLC or 3% whichever is the greater;
- c) of reasonable and proper rent for premises demised or let by any Member of the Society or of its Council of Management or Governing Body;
- d) of fees, remuneration or other benefit in money or money's worth to a company of which a Member of the Council of Management or Governing Body may be a Member holding not more than 1/100 part of that company;
- e) to any member of its Council of Management or Governing Body of outof-pocket expenses;
- f) to any Member any prize money or premium award in respect of any animal the property of such member.

5. Every member of the Society undertakes to contribute to the assets of the Society in event of the same being wound up during the time he is a Member, or within one year afterwards, for payment of the debts and liabilities of the Society contracted before the time at which he ceases to be a member and of the costs, charges and expenses of winding up the same, and for the adjustment of the rights of the Contributories amongst them, such amount as may be required, not exceeding £1.

6. If upon the winding up or dissolution of the Society there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid or distributed among the Members of the Society, but shall be given or transferred to some other charitable institution or

institutions having objects similar to the objects of the Society, and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the Society under or by virtue of Clause 4 hereof, such institution or institutions to be determined by Members of the Society at or before the time of dissolution, and if so far as effect cannot be given to such provisions then to some charitable object.

7. True accounts shall be kept of the sums of money received and expended on the Society, and the matter in respect of which such receipt and expenditure takes place, and if the property credits and liabilities of the Society and subject to any reasonable restrictions as to time and manner in inspecting the same that may be imposed in accordance with the regulations of the Society for the time being shall be open to the inspection of Members. Once at least in every year the accounts of the Society shall be examined, and the correctness of the Balance sheet ascertained by one or more properly qualified Auditor or Auditors.

3. MEMBERSHIP

Membership of the CBHS is open to everyone, subject to the receipt of an application form, and the relevant fees. All membership applications are subject to the approval of the Council of the CBHS.

The CBHS offers Life and Annual (including Joint) membership. The fees for membership are published on the CBHS website. Annual subscription becomes due on the 1st December each year.

If any Member fails to pay their subscription for any year within one month of the same becoming due, the member will be notified of the fact, and if the member fails to pay within 3 months of the fee becoming due, the membership will automatically be withdrawn. A new application will be required to re-join, subject to the approval of Council. Voting rights are suspended when a subscription becomes due until payment is received.

If the CBHS elects an Honorary Member, there is no subscription, and no entitlement to vote. Membership (including rights and privileges) is not transferable.

The Council of the CBHS has the right to remove a member from the CBHS if it is deemed that the conduct of the member is derogatory to the character or prejudicial to the interests of the Society. The procedure for such removal is by resolution that requires to be passed by at least two-thirds of the members of Council present at the meeting, the meeting being a Special Council meeting which has not less than 21 days' notice specifying the details of the resolution to all parties, with the member having the opportunity to be heard.

Members will receive an Annual Magazine, and will also receive the quarterly CBHS publication "The Bay Window". Members have access to free advertising of horses on the CBHS website.

4. RIGHTS OF BREEDERS AND COMPLAINTS PROCEDURE

- a) The Cleveland Bay Horse Society will treat members, breeders and non-members fairly and pay due regard to their interests at all times. Our services are designed to meet the needs of our members and breeders. We aim to provide appropriate advice during and after using our services. Where breeders receive advice we will take measures to ensure that the advice is suitable and takes account of their circumstances. We seek to meet breeders'

- expectations at all times and ensure they are fully informed about the services we provide. We ensure that our breeders do not face any unreasonable barriers to making a free choice.
- b) In the unlikely event that disagreements occur, we have clear policies in place and – where necessary or appropriate – seek the advice and cooperation of the Charities Commission to resolve these.

 - c) We confirm the equal treatment and non-discrimination of all breeders. Breeders are able to exercise free choice in the selection of broodmares and stallions.
 - d) Offspring will be entered in the appropriate section of the pure or part-bred studbook or grading register without discrimination on account of their country of origin.
 - e) We confirm that breeders retain ownership of their breeding animals.
 - f) The Cleveland Bay Horse Society aims to provide an excellent level of customer service – but there may be times when you wish to complain about something that we did not get quite right. When that happens, we would encourage you to tell us about your complaint so we can put things right.
 - g) For complaints/appeals please contact: Cleveland Bay Horse Society, PO Box 298, CROOK, DL14 4GT

Our Complaints Procedure

A member or non-member of the Cleveland Bay Horse Society (CBHS) may lodge a complaint by writing to the Administration Officer at:

Cleveland Bay Horse Society PO Box 298, CROOK, DL14 4GT

The complaint will be acknowledged (by letter or email) within 5 working days. This communication will include the named Council member assigned to deal with the matter. The CBHS will endeavour to resolve the complaint within 20 working days from receipt. If, for any reason, CBHS are unable to work within this timeframe we will discuss a mutually agreeable alternative.

Our Appeal Procedure

A complainant not satisfied with the outcome of the initial investigation can request an Appeal. The matter would then be reviewed by Council. Such an Appeal would be scheduled for the next Council meeting and the complainant will be informed of the date. The complainant would not normally be expected to attend in person.

Written confirmation of Council's decision will be despatched within 10 working days of the meeting. Council's decision will be final and binding on all parties.

In the case where the complaint involves passport legislation, the EU Zootechnical Regulations 2016, the UK Animal Breeding Regulations 2019 or any other legislation that we have to operate under, the Council will refer the matter to the relevant authorities for a final decision

5. THE STUDBOOK

Registration Types

The Cleveland Bay Horse Society maintains the following studbooks and registers;

5.1 Pure Bred Studbook

5.2 Part Bred Register

5.3 The CBHS is also a DEFRA recognised PIO for issuing British Horse Passports for non-Cleveland Bay stock.

The Pure Bred Studbook (Green Passport) consists of four sections:

- The UK studbook
- The Overseas Register
- The Grading Register
- Section X

The UK studbook is for horses of Pure Cleveland Bay Pedigree, foaled within the United Kingdom, with both parent animals already registered in the Pure Bred Studbook.

Other than in exceptional circumstances no animal will be accepted into the UK studbook unless its parentage is verified by DNA testing. Using the ISAG approved panel of markers

The sire must be licensed for pure bred breeding by the CBHS.

Eligibility All pure bred offspring with both parents in the CBHS stud book are eligible for entry into the stud book provided they meet the registration criteria.

Covering Certificates The application should be accompanied by a Stallion Covering Certificate for its sire or such other documentary evidence as is acceptable to the Society.

Registration Fees Each entry must be accompanied by the fee (cheques made payable to "The Cleveland Bay Horse Society"):

- For Fully paid up UK CBHS Members £25 until 30th November in the year of birth or within 6 months of birth. Thereafter it is £60 for late registration. DNA testing is included.
- For Fully paid up Overseas CBHS Members Registration is offered free* until 31st December 2020. (You must get your Vet to complete the form and pull hairs for the DNA test to then be sent to the UK). (*the animal must not be in the red area of SPARKS sheets to receive free registration)
- Non-members: £110 until 30th November in the year of birth or within 6 months of birth. Thereafter it is £150 for late registration (plus £10 P&P if overseas). DNA testing is included.

Identification Chart The identification chart must be printed single-sided on A4 paper (8.27" x 11.69") and completed by a Veterinary Surgeon.

It must be completed neatly, as it will be copied directly into the passport, and record at least 5 identifying features enabling the animal to be positively identified if a microchip scanner is not available. If you are unable to find three whorls (simple or linear) then EU law requires the chestnuts to be drawn. The diagram and text must match.

The Overseas Register is for horses of Pure Cleveland Bay Pedigree (verified by DNA testing) foaled outside of the United Kingdom with both parent animals already registered in the Pure Bred Studbook. The sire must be licensed for pure bred breeding by the CBHS.

The Grading Register is for female animals of at least 75% Cleveland Bay Pedigree, of Cleveland Bay type, usually out of a Part Bred Registered mare by a Cleveland Bay Stallion licensed by the CBHS for Pure Bred Breeding. The Cleveland Bay portion of the pedigree will be verified by DNA testing. Entry to the Grading register is normally at GRC after inspection by CBHS assessors and veterinary examination and ratification by Council. Progression of female progeny by a stallion licensed for pure bred breeding to the UK or Overseas registers is detailed in Section

The Part Bred Register (Maroon Passport)

Eligibility To be eligible for the CBHS Part Bred Register an animal should have at least one great grandparent entered with a name and a number in the Cleveland Bay Horse Society Stud Book (pure). (Minimum of 12.5% Cleveland Bay blood eligible for registration)

Breeding DNA parentage testing is recommended but not mandatory for animals entering the CBHS Partbred register, unless the owner wishes to demonstrate pedigree that cannot be proven any other way. The exception to this is any filly that may be eligible for grading up, and it is recommended that such a filly is DNA tested upon initial registration. The owner will be responsible for producing evidence and resolving any pedigree query to the satisfaction of the CBHS as a PIO. The Society may accept applications where the breeding is not proven but the passport will be stamped accordingly.

See below for guidance on Part-bred passport requirements.

- Basic Part-bred CB passport – non-DNA verified, only CB pedigree noted, a covering/AI certificate/confirmation should be provided, or if the foal is out of a registered pure or part-bred mare £25 member/£35 non-member (CB DNA UNVERIFIED)
- Part-bred passport - DNA verified passport (CB pedigree) to prove the horse/foal is a part CB. Please note the hair sample taken by your Vet must accompany the application form. (PARTIAL DNA VERIFICATION (CB PART ONLY) (total £75 member/£85 non-member)
- Part-bred passport to include fully verified non-CB parentage as well as CB parentage. Owner to cover CB DNA costs, and any costs incurred from another PIO/Stud Book must be covered by the applicant prior to release of the passport.
- The owner will be required to provide a copy of any passport from another PIO where applicable to evidence the foal's non-CB pedigree from its Dam, and a covering/AI certificate/confirmation for the Sire. (£75 member/£85 non-member)

You will be advised of any additional costs that may be incurred prior to ANY DNA testing commencing. Overseas applications should include £10 additional postage fee.

Identification Chart The identification chart must be printed on A4 (8.27"x11.69") paper and completed by a Veterinary Surgeon. It must be completed neatly, as it will be copied directly in to the passport and record at least 5 identifying features enabling the animal to be positively identified if a microchip scanner is not available. If you are unable to find three whorls (simple or linear) then EU law requires the chestnuts to be drawn. The diagram and text must match

Extended Pedigrees The extended pedigree in the passport goes to one generation further than this form. If further breeding is known, please attach on a separate sheet.

Overstamping Part-breds registered with other PIOs may apply to have their passports overstamped by the CBHS.

The link to a named purebred Cleveland Bay will have to be proven and, if necessary, this may be done using DNA verification against the named pure Cleveland Bay parent if the relevant DNA is held on the Society's file. If DNA needs to be taken to provide documentary evidence then the appropriate fee must be included with the application. If unsure please contact the CBHS office.

It may be that the horse to be overstamped already has had DNA taken, in which case we need approval to use it.

If a passport only shows the breeding as 'CB/TB', for example with no other information available, the Society's DNA records will not be able to help identify the unknown CB, and overamping will not be possible.

To apply for an overstamp, please send your horse's passport together with the fee of £30 Non-members (£25 Fully paid up CBHS members), plus any documentary or DNA evidence. Where a DNA is required to be tested the fees are £50 on top of the above fees. You will also need to submit a hair sample (ensure roots are pulled) for this purpose.

Section X

Contains pure bred horses that have registered but unlicensed sires out of registered dams irrespective of location.

Any foal by an unlicensed but registered sire and out of a registered dam will go into Section X but, if/when the unlicensed stallion becomes licensed they will transfer into the main stud book.

Progeny of horses in Section X may be registered in the main section provided they conform to the breed standard and have registered and licensed sires and registered dams.

6. STALLION LICENCING

Currently there are 3 types of stallion licence issued by the Society

BASIC LICENCE – all colts must have at least a Basic Licence if their progeny out of a mare entered in the full stud book or Grading register are to be eligible for registration in the full stud book/Grading register.

The granting of a Basic Licence is subject to a satisfactory veterinary report as determined by the CBHS. The Society can exercise its discretion to require an inspection where it considers it appropriate, and can revoke the licence at any time when the Society feels that the best interest of the breed will be served. An endoscope inspection is not mandatory but is left to the discretion of the vet i.e. if it is the only way he can properly assess the horse's wind.

A Basic Licence is issued only as proof of breeding and veterinary soundness at the time of the veterinary inspection. It is not an indication of the quality of the horse or its compliance with the Breed Standard.

BREED QUALITY APPROVED LICENCE – owners can put stallions forward at any time for Breed Quality Approval once their fertility has been established and they have stock on the ground. An

application for QA will often follow on from the grant of a basic licence to a young colt in a previous year but this is not a prerequisite.

This licence is a seal of approval from the Breed Society in terms of the quality of the horse and therefore will only be granted after a full inspection by the Horse Assessors. A QA licence will only then be granted for life following the Horse Assessors' recommendation and acceptance by the Breed Committee.

Only QA stallions are eligible for the King George V Cup competition.

PART BRED LICENCE – A Part Bred Licence is awarded to CBHS registered part bred stallions and are subject to the same Veterinary and Society inspections as that for a Pure Bred stallion.

All fees including that for the Veterinary inspection is the responsibility of the owner and there is no funding available from the Society or via any grant fund.

The progeny of a Part Bred Licenced stallion will be eligible for registration in the Part-Bred Register ONLY if at least one great grandparent is entered with a name and a number in the CBHS Pure Stud Book. The CBHS reserves the right, at any time, to assess any horse that is the subject of an application for licence or has an existing licence of any type.

Initial Inspection - a colt may be licenced from 28 months of age subject to a satisfactory vet report from a veterinary surgeon appointed by the Society.

An endoscopic examination is no longer mandatory but can be used at the discretion of the vet i.e. if he has any doubts or it is the only way he can assess the horse's wind. If used the cost of the endoscopic examination will be borne by the colt owner.

The application fee for the initial licence is £25 for Members and £50 for Non-Members. The applicant is responsible for all veterinary fees. For these subsequent inspections a fee of £50 (UK applicants) £25 (Overseas applicants) is payable to the Society. (In the case of UK applicants this will increase to £100 if the applicant requests a home visit rather than taking the horse to an inspection centre.) Non-Member fee is £50, plus all costs associated with inspection.

If the stallion is not successful the application can be repeated by the owner in following years.

Stallions Graded or Licensed with another Body - CBHS consider successful attainment of a breeding licence which requires the satisfaction of more strict veterinary standards than those which CBHS requires to be sufficient to fulfil the veterinary inspection requirement of the CBHS basic stallion licence examination, provided that the full veterinary report completed for the other registry is shared with the CBHS Breed Committee, and all other aspects of the application for the basic breeding licence are completed as for other applicants. The application and Vet report must be submitted to the CBHS within 3 calendar months of the original vet inspection carried out for the other registry.

Stallions to be assessed must first be vetted and may be required to attend a stallion grading.

Stallion owners can apply for an extraordinary grading at home if circumstances prevent them from being able to attend a public grading. They must have all the required facilities and be prepared to pay an extra fee.

Stallions that have proven themselves at International level and have a clean bill of health must still be prepared to present to the assessors in order to obtain approval.

Stallions entered for grading must undergo a full vetting. A vet's certificate stating that the stallion is free from any hereditary unsoundness, together with completed markings form is required. The CBHS will supply a vetting form and liaise with the vet.

The DNA of all graded stallions must be recorded and stored.

Stallions may be invited to attend future stallion shows to be considered eligible for an upgrade in status.

By entering a stallion assessment the owner agrees to subject his horse to the opinion of the assessors and accepts that their opinion is fair and without prejudice. Their verdict on the day is final.

Random blood tests may be carried out to prevent malpractice.

All covering certificates are numbered and the owner can order the amount of certificates he needs to register the offspring of a stallion.

CBHS covering certificates can only be used for CBHS licensed stallions.

The office section of the covering certificates must be returned to the CBHS office by 1st November of each year.

Fraud in any form will be met by expulsion from the CBHS.

7. The Grading Registers

Grade C The standards for entry onto the Grade C Register are as follows:

- Only females are eligible.
- Minimum age of 3 years old.
- Minimum height of 16.0hh with at least 8½" of bone measured with a tight tape immediately below the knee at the narrowest part of the limb.
- All animals must be bay with black points and no white markings other than a small star. Roaning in the coat is not acceptable.
- The mare must be accepted by the Breed Committee as having at least 75% pure Cleveland Bay blood.
- The mare must have a traceable ancestry.
- The mare must have an examination by the Society's appointed veterinary surgeon for soundness and freedom from hereditary disease.
- The mare must pass an examination by the Society's Inspectors who will take into account suitability and type; and who will have regard to, but not be bound by, the veterinary surgeon's report.
- The mare owner must pay the current inspection fee and any other cost required by the Society.
- The mare's sire must carry a current Pure breeding licence from the Society and the Society's covering certificate must accompany the application; except where a Grade D stallion is allowed under these rules.
- The Breeder must sign the originating application to the Society's Registers and the current owner must sign the transfer application.

- The current application form must be completed in full to the satisfaction of the Breed Committee.
- Once a mare has been initially accepted she will be placed on the Grade C Register, and will be entered, with name and number.

Grade B & Grade A

The female progeny of a Grade C mare by a CB stallion with a Pure Bred licence will be automatically eligible without inspection for entry onto the Grade B Register, and female progeny of a Grade B mare by a CB stallion with a Pure Bred licence will be eligible for entry onto the Grade A Register

The female progeny of Grade A mares by a CB stallion with a Pure Bred Licence will be eligible for inspection and entry to the full Stud Book subject to the rules for entry being met.

Grade D

The male progeny of a Grade Register mare by a CB stallion with a Pure Bred licence will be eligible for entry onto the Male Grade Register D;

Grade D males will, if retained entire, be eligible for a Part Bred licence only.

The male progeny of a Grade Register mare or Stud Book mare by a Grade D stallion will only be eligible for entry onto the Grade D Register.

The female progeny of any Grade Register mare or Stud Book mare by a Grade D stallion will only be eligible for entry onto the Grade C Register subject to the normal inspection rules

Full Stud Book

All progeny of Stud Book mares by a CB stallion with a Pure Bred licence are eligible for entry onto the full Stud Book subject to the following:

The Breeder (and the current owner) must sign the original application form. The application must be completed in full to the satisfaction of the Breed Committee.

All animals must be bay with black points and no white markings other than a star but subject always to the discretion of the Breed Committee.

Roaning in the coat is not acceptable.

Other matters of conformation and hereditary disease will be at the discretion of the Breed Committee.

All applications for the Grade Registers or the full Stud Book must be accompanied by the current fee.

APPEALS PROCEDURE

Any applicant may appeal to the Council of the Society against a decision of the Breed Committee subject to the following rules:

The appeal must be made in writing and sent to the Secretary of the CBHS.

The appropriate fees must be paid in advance.

The Council's decision is final and binding on all parties.

8. HORSE INSPECTIONS & ASSESSMENTS

- 8.1 The CBHS accepts no financial liability in respect of the grades given at grading assessments.
- 8.2 The assessors act in a voluntary capacity and have no financial responsibility for their decisions.
- 8.3 The assessors are bound to explain their decisions to the CBHS Breed Committee and can also inform and assist exhibitors either privately or in public at their discretion.
- 8.4 Assessors will be looking for sound, athletic well-built horses with paces and conformation to suit the CBHS Breed Standard.
- 8.5 A horse must be registered in one of the CBHS studbooks or eligible for registration before it can be entered for an assessment.
- 8.6 In order to enter a grading assessment the horse must be registered as described above, an entry form must be complete and an entry fee paid.
- 8.7 Assessment of the horse is assessed on movement and conformation, type and performance.

9. REGISTRATION PROCEDURES

9.1 REGISTRATION RULES

By law every horse should have a passport whilst still a foal so there is no scope for error on its foaling year. Legally the passport should have been applied for by the time the animal is

6 months old (or 30th November of its foaling year whichever gives most time) but it is better to apply late than not at all. Anyone caught by their Local Authority without a passport for each equine may face prosecution. Failure to comply can be punishable by a fine of £5000 or 3 months imprisonment.

From 1 January 2016, if horses are registered outside the time limits the Passport issuer is required to sign Part II of Section II of the passport so that the animal may never enter the food chain. The Passport will also be stamped 'Duplicate' throughout.

With effect from 1 July 2009 a passport can only be issued to a horse (of any age) if it has been microchipped. The microchips (with 15-digit numbers) should be obtained via your vet and the vet must mark the location of the chip with an 'm' in a circle on the ID chart. Microchipping is a legal requirement from October 1st 2020 for most UK equines.

9.2 PURES

9.2.1 ELIGIBILITY

All pure bred offspring with both parents in the CBHS stud book are eligible for entry into the stud book provided they meet the registration criteria. Pure bred offspring, with both parents in the CBHS stud book, but by an unlicensed stallion will be placed in Section X.

9.2.2 COVERING CERTIFICATES

The application should be accompanied by a Stallion Covering Certificate for its sire or such other documentary evidence as is acceptable to the Society.

9.2.3 REGISTRATION FEES

Each entry must be accompanied by the fee (cheques made payable to “The Cleveland Bay Horse Society”):

- For Fully paid up UK CBHS Members £25 until 30th November in the year of birth or within 6 months of birth. Thereafter it is £60 for late registration. DNA testing is included.
- For Fully paid up Overseas CBHS Members Registration is offered free* until 31st December 2020. (You must get your Vet to complete the form and pull hairs for the DNA test to then be sent to the UK). (*the animal must not be in the red area of SPARKS sheets to receive free registration)
- Non-members: £110 until 30th November in the year of birth or within 6 months of birth. Thereafter it is £150 for late registration (plus £10 P&P if overseas). DNA testing is included.

9.2.4 IDENTIFICATION CHART

The identification chart must be printed single-sided on A4 paper (8.27” x 11.69”) and completed by a Veterinary Surgeon. It must be completed neatly, as it will be copied directly into the passport, and record at least 5 identifying features enabling the animal to be positively identified if a microchip scanner is not available. If you are unable to find three whorls (simple or linear) then EU law requires the chestnuts to be drawn. The diagram and text must match.

Requirements for a Pure passport are:

- The Registration Fee.
- The Sire’s covering certificate or Society AI forms – is it valid for the correct stallion and year?
- Photographs of any white markings.
- A hair sample including the root for DNA (collected by a vet at the time of completing the ID chart, placed in a sealed bag, and the bag signed by the vet).
- Registration document including Name, sex, date & place of birth, breeder’s details, owner’s details if applicable.
- The declaration as to colour/mismarking.
- The Breeder’s declaration.
- The ID chart signed by a vet and the microchip number and location noted.

(Note: microchips are optional for non-EU breeders but are strongly recommended to aid identification in case of disputes.) Incomplete or incorrect applications take up valuable office time and WILL DELAY THE ISSUE OF A PASSPORT.

9.3 PART BRED PASSPORT

9.3.1 ELIGIBILITY

To be eligible for the CBHS Part Bred Register an animal should have at least one great grandparent entered with a name and a number in the Cleveland Bay Horse Society Stud Book (pure). (Minimum of 12.5% Cleveland Bay blood eligible for registration)

9.3.2 BREEDING

DNA parentage testing is recommended but not mandatory for animals entering the CBHS Part-bred register, unless the owner wishes to demonstrate pedigree that cannot be proven any other way. The exception to this is any filly that may be eligible for grading up, and it is recommended that such a filly is DNA tested upon initial registration. The owner will be responsible for producing evidence and resolving any pedigree query to the satisfaction of the CBHS as a PIO. The Society may accept applications where the breeding is not proven but the passport will be stamped accordingly. See below for guidance on Part-bred passport requirements.

- Basic Part-bred CB passport – non-DNA verified, only CB pedigree noted, a covering/AI certificate/confirmation should be provided, or if the foal is out of a registered pure or part-bred mare £25 member/£35 non-member (CB DNA UNVERIFIED)
- Part-bred passport - DNA verified passport (CB pedigree) to prove the horse/foal is a part CB. Please note the hair sample taken by your Vet must accompany the application form. (PARTIAL DNA VERIFICATION (CB PART ONLY) (total £75 member/£85 non-member)
- Part-bred passport to include fully verified non-CB parentage as well as CB parentage. Owner to cover CB DNA costs, and any costs incurred from another PIO/Stud Book must be covered by the applicant prior to release of the passport. The owner will be required to provide a copy of any passport from another PIO where applicable to evidence the foal's non-CB pedigree from its Dam, and a covering/AI certificate/confirmation for the Sire. (£75 member/£85 non-member). You will be advised of any additional costs that may be incurred prior to ANY DNA testing commencing.

Overseas applications should include £10 additional postage fee.

9.3.3 IDENTIFICATION CHART

The identification chart must be printed on A4 (8.27" x 11.69") paper and completed by a Veterinary Surgeon. It must be completed neatly, as it will be copied directly into the passport, and record at least 5 identifying features enabling the animal to be positively identified if a microchip scanner is not available. If you are unable to find three whorls (simple or linear) then EU law requires the chestnuts to be drawn. The diagram and text must match.

9.3.4 EXTENDED PEDIGREES

The extended pedigree in the passport goes to one generation further than this form. If further breeding is known, please attach on a separate sheet.

9.3.5 OVERSTAMPING

Part-breds registered with other PIOs may apply to have their passports overstamped by CBHS. The link to a named purebred Cleveland Bay will have to be proven and, if necessary, this may be done using DNA verification against the named pure Cleveland Bay parent if the relevant DNA is held on the Society's file. If DNA needs to be taken to provide documentary evidence then the appropriate fee must be included with the application. If unsure please contact the CBHS office. It may be that the horse to be over stamped already has had DNA taken, in which case we need approval to use it.

If a passport only shows the breeding as 'CB/TB', for example with no other information available, the Society's DNA records will not be able to help identify the unknown CB, and over stamping will not be possible.

To apply for an overstamp, please send your horse's passport together with the fee of £30 Non-members (£25 Fully paid up CBHS members), plus any documentary or DNA evidence. Where a DNA

is required to be tested the fees are £50 on top of the above fees. You will also need to submit a hair sample (ensure roots are pulled) for this purpose.

9.4 Legal Responsibilities of Owners in relation to Equine Passports

9.4.1 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 30th November in the year of their birth, whichever is the later.

A horse's passport must be kept with him 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 without delay;
- When it is moved on foot between summer and winter grazing and the passport can be presented at the holding of departure;
- Un-weaned 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 II 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 microchipped 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 updates are required (for example: update of adult colour, castration)(within 30 days);
- If extra pages are required for vaccination records, etc;
- If the document is damaged;
- If a veterinary surgeon has completed and signed Part II of Section II of the passport (within 14 days);
- When the animal dies (within 30 days).

9.4.2 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 appropriate PIO for the breed of the horse and should include appropriate checks and fees. Before the passport is issued to the owner, the issuing PIO will sign Part II of Section II to permanently exclude the horse from the human food chain. The passport will also be stamped 'Duplicate' throughout.

9.4.3 Duplicate Passports

If a passport is lost, a duplicate may be requested from the original PIO. On receipt of appropriate fees and checks, a duplicate passport may be issued, in which Part II of Section II will have been signed by the PIO, 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 issuing PIO immediately.

9.4.4 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 PIO within 30 days of acquiring a horse. The issuing PIO may require a completed transfer form and 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.

9.4.5 Return of the Passport

In the event of the death of any horse, the passport must be returned to 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 to the PIO concerned directly.

9.4.6 Breaches of the Regulations

A breach of regulations will occur in the following circumstances:

- Where a passport is applied for outside of the statutory time limit (6 months from the date of birth or before 30th November in the year of birth, whichever is later). This is with the exception of rescued equines and those who have purchased a horse without a passport;
- Where a passport is applied for when one already exists for that animal;
- Failure of a new owner to update owner details within 30 days. This applies regardless of the length of time the person was in possession of the equine;
- Failure of an owner to return a passport for updating within 6 weeks of notification that the passport does not meet the current legal requirements;
- Signs of unofficial changes to passport details, tampering or fraud.

9.4.7 NON-EU BREEDERS/OWNERS

These regulations are not mandatory for non-EU breeders/owners, however, it would greatly aid the Society's records and breeding programmes if passports were returned to the Society:

- If the animal changes ownership (within 30 days);
- If any updates are required (for example: update of adult colour, castration)(within 30 days);
- If extra pages are required for vaccination records, etc;
- If the document is damaged;
- If a veterinary surgeon has completed and signed Part II of Section II of the passport (within 14 days);
- When the animal dies (within 30 days).

If any alterations are required, for example; an update of adult colour, acquired marks, castration, please inform the Society by email. These changes will be kept on the database and added to the passport the next time it is returned to the Society;

10. PASSPORTS

Our equine passports are produced by the highest standards and comply with the latest U.K./E.U. legislations for zootechnical standards. We pride ourselves in excellent passport security features.

11. OFFICE REGISTRATION PROCEDURES

11.1 The UK Office

The CBHS is a U.K. based E.U. recognized studbook fully approved by D.E.F.R.A. (Department for Environment Food & Rural Affairs) as a P.I.O. (Passport Issuing Organization). Our equine passports are produced by the highest standards and comply with the latest U.K./E.U. legislations for zootechnical standards. Our office is based near Durham), this is where our passports are made: The Cleveland Bay Horse Society, PO Box 298, CROOK, DL14 4GT

11.2 Payments and Cost

Registrations / Passports

Members Fees £25 if before 30 November in the year foal born or within 6 months of birth £60 for late registrations (plus £10 Extra for Overseas P&P in either case) DNA testing included.

Non-members Fees £110 if before 30 November in the year foal born or within 6 months of birth £150 for late registration (plus £10 extra for Overseas P & P in either case) DNA testing included.

Part Bred Registration £25 fully paid up members - £35 non-members (plus £10 Extra for Overseas P&P in either case). If DNA Test for parental verification required showing link to breed add £50.

Overstamp of EU Passport issued by another PIO (for partbreds only) £25 fully paid up members - £30 non-members (plus £10 Extra for Overseas P&P in either case) If DNA test for parental verification required showing link to breed, add £50.

Transfer Fee (pure, part bred and British Horse Passport) £20 within UK overseas add £10

P & P. Completed CBHS Transfer Form can be downloaded from the website and must be submitted together with the passport and correct Transfer Fee.

Replace a Lost Passport, Duplicate Passport £30 (Plus £10 extra for P & P overseas)

Add Chip to passport £15 (UK)

British Horse Passport (for any horse pony or donkey) £30

Prefix Fee £60 members £80 non-members Prefix Extension £20 Members

Payments can be made by Bank Transfer, sending a Cheque to our office, or via Paypal

11.3 The process of creating the passports

After we have received all the required documents, DNA results if required and any other information your equine passport will usually be produced within one week. In case the covering certificate or the Sketch form are not filled in completely we will send it back to you together with a note explaining what is wrong or missing. In case we are missing some other information we will contact you by phone or email in order to get everything straight as soon as possible. DNA results can take a few weeks to get back. Newly registered horses are immediately entered in the Central Equine Database.