

Notes on Mare Details Form, General Stud Information and Nomination Contracts

Mare Owners Details:

Please kindly note that the name and address shown as “the Purchaser” on the nomination contract will be used for invoicing of the nomination fee. Once the contract is signed, these details cannot be changed at a later date. So please can you ensure that “the Purchaser” name and address, as shown on the contract is **correct** and as you require it for invoicing purposes.

To help us ensure that the contract details are correct, please provide full details of the mare ownership on the Mare Details Form. This should include the name(s) of the person(s)/company(s)/businesses or partnership that owns the mare, either wholly or jointly. Please provide a VAT number. Without this you will be charged VAT.

General Stud Information:

You will be expected to send, via email **ALL** covering paperwork to the stud office **BEFORE** the mare is covered or your mare will **NOT** be covered.

Stallion Unit: please do not google and then use the postcode on our website. Only use SG8 9LR which will take you directly to the Stallion Unit off the A10.

Contracts:

If receiving tangible copies, please ensure that you sign and print your name on **both copies** of the contract and return both to me for counter signing. I will then return a fully signed copy for your records.

Note to Agents:

Please can you kindly note that we would request, where at all possible, that the **mare owner/purchaser signs the contract**, rather than the agent. Can you please ensure that your Clients name and address is correctly shown on the contract (as above) and is as they wish, to be eventually invoiced.

In the event that you, as agent, sign the contract on behalf of your client, we would ask that in accordance with the terms of the nomination contract, you send a copy of the final signed contract to your client for their information.

Correspondence Address:

If you require that we use an alternative address to that shown on the contract for correspondence etc. then please let me know.

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