

Transferor Client No.	
Transferee Client No.	

For Office Use Only

File No.

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For Office Use Only



Livestock Identification and Commerce Act

TRANSFER OF BRAND BY BRAND OWNER

T-1 Version 2017-06

Please read attached instruction before completing this Brand Transfer form.

Part A: BRAND being transferred

Design	Location	Type
		Cattle Horse

Note: Brand Design, Location and Type are required. Location and Type are fillable. Please print form and then draw the brand design by hand in the box provided.

Only **one** brand per form

Part B: Registered Owner of the Brand (Transferor) – Information, Date and Signature

FOR INDIVIDUAL TRANSFEROR(S):

Transferor 1 Name _____
First Name Middle Name Last Name

Mailing Address _____

Town/City, Prov _____ Postal Code _____

Home Phone _____ Cell Phone _____

Fax Number _____ E-mail _____

Date _____ **Signature** _____

Trade Name (if any) _____

Transferor 2 Name _____
First Name Middle Name Last Name

Please complete any information below that is different from Transferor 1 –**Transferor 2 must date and sign below**

Mailing Address _____

Town/City, Prov _____ Postal Code _____

Home Phone _____ Cell Phone _____

Fax Number _____ E-mail _____

Date _____ **Signature** _____

Note: If there are more than two registered owners (Transferors) please print or photocopy this page and have the additional Transferors complete and sign that page and attach the additional page(s) to the Transfer form.

FOR A PARTNERSHIP OR CORPORATION TRANSFEROR:

Partnership/ Company _____

Business Address _____

Town/City, Province _____ Postal Code _____

Telephone Number _____ Cell Phone _____

Fax Number _____ E-mail _____

Trade Name (if any) _____

Signing Officer(s) for Corporation or Partnership

The following one (or two) individual(s) are the signing officer(s) on record with the Brand Registry as being authorized to sign for the corporation or partnership for the purposes of transferring the brand.

_____ Print Full Name (First, Last) Full Mailing Address including Postal Code

_____ Print Full Name (First, Last) Full Mailing Address including Postal Code

Date _____ **Signature** _____

Date _____ **Signature** _____

Part C1: Status of person receiving the Brand (the Transferee) – check the appropriate box(es)

Individual – If more than one individual, as Joint Owners or as Co-Owners

Note: If an individual transferee is under 18 years of age, the Transfer must be signed by the minor's Guardian and the Guardian must complete the *Guardian's Acknowledgement of Responsibility Form*. Please contact the Brand Registrar for further information.

Partnership **Corporation**

Part C2: Transferee – Personal Information, Date and Signature

FOR INDIVIDUAL TRANSFEREE(S):

Note: The individual listed below as Transferee 1 will be the primary contact and will receive the Brand Certificate and all correspondence from LIS. The primary contact can be changed by filing a *Change of Primary Contact of Multiple Brand Owners* form. The names of all brand owners must be included as owners of the livestock on all livestock manifests and permits.

Each brand owner must sign to update his/her information on the brand registry. All brand owners must sign to transfer or surrender the brand.

If there are more than two Transferees please print or photocopy the next page and have the additional Transferees complete and sign that page and attach the additional page(s) to the Transfer form.

Transferee 1 Name

	_____	_____	_____
	First Name	Middle Name	Last Name
Mailing Address	_____		
Town/City, Prov	_____	Postal Code	_____
Home Phone	_____	Cell Phone	_____
Fax Number	_____	E-mail	_____
Date	_____	Signature	_____

Trade name, if any (for one transferee only): _____

Note: If two or more individual applicants are operating under a Trade Name, they must apply for the brand as a partnership.

Transferee 2 Name

	_____	_____	_____
	First Name	Middle Name	Last Name
Please complete any information below that is different from Transferee 1 – Transferee 2 must date and sign below			
Mailing Address	_____		
Town/City, Prov	_____	Postal Code	_____
Home Phone	_____	Cell Phone	_____
Fax Number	_____	E-mail	_____
Date	_____	Signature	_____

FOR CORPORATE OR PARTNERSHIP TRANSFEREE:

Note: All communication will be to the company or partnership address and contact information listed below. LIS accepts up to two signing officers for each corporate or partnership brand owner.

If there are two signing officers both signing officers are required to sign forms to update information on the Brand Registry and to transfer or surrender the brand. The signing officer(s) can be changed by filing either the corporate or partnership *Change of Signing Officer* form.

All livestock branded must be transported and sold in the name of the corporation or partnership. Any person authorized by the company or partnership may sign the livestock manifest.

Partnership /Company

_____	_____		
Business Address	_____		
Town/City, Province	_____	Postal Code	_____
Telephone	_____	Cell Phone	_____
Fax Number	_____	E-mail	_____
Trade name, if any:	_____		

Signing Officer(s) for Corporation or Partnership

_____ Print Full Name (First, Last) _____ Full Mailing Address including Postal Code

_____ Print Full Name (First, Last) _____ Full Mailing Address including Postal Code

Date _____ **Signature** _____

Date _____ **Signature** _____

Location of the farm, ranch or pasture where the livestock bearing the brand will be kept

Primary Location: _____ - _____ - _____ - _____ - _____
Quarter Sec Twp Rge Mer Premises ID

Collection of Information

This information is being collected in accordance with the *Livestock Identification and Commerce Act* and the *Freedom of Information and Protection of Privacy Act*. Questions about the collection, use and disclosure of this information can be directed to the LIS Privacy Coordinator at 109, 264 Midpark Way SE Calgary Alberta, T2X 1J6. Phone (403) 509-2088 or (866) 509-2088

To be submitted with the Transfer Form

- Corporations Proof of filing of the most recent Annual Return
Filed Declaration of Trade Name if operating under a Trade Name
- Partnerships Filed Declaration of Partnership
- One applicant using a trade name Filed Declaration of Trade Name
- If a transferee is under 18 years of age Guardian's Acknowledgment of Responsibility (required by the *Minor's Property Act – Minors' Property Regulation*) – the form is available from LIS.
- Transfer Fee The transfer fee must accompany the transfer form. Payment options are set out below. The transfer fee is **not refundable** once the Brand Registrar has registered the Transfer and issued a Brand Certificate.
- Certificate of Verification of Identity One for each individual signing the Transfer of Brand form is required. See instructions below.

Part D: Transfer Fee – \$52.50 (GST included)

Payment Method

Cheque enclosed payable to "Livestock Identification Services Ltd."

Charge to credit card Mastercard VISA

Card Number: _____ Expiry Date: _____ / _____
MM/YY

Name on Card: _____

Signature: _____

PLEASE NOTE: You **do not** have the right to use the brand until the transfer has been approved and you have been issued a Brand Certificate by the Brand Registrar. Please **do not** purchase irons or brand your livestock until you have received your Brand Certificate.

Please mail the original Transfer, the relevant supporting documents and cheque, if applicable, to:

Brand Registrar
Livestock Identification Services Ltd.
P.O. Box 1118
Stettler, AB T0C 2L0

For information regarding your Brand Transfer please contact the Brand Registrar at:

Phone:	403-740-4105	Toll Free:	866-740-4105
Fax:	403-740-4124	E-mail:	brands@lis-alberta.com

**The Brand Registrar can only be contacted by mail, telephone, fax or e-mail.
There is no office in Stettler.**

If you wish to meet with someone in person, you can meet with a Livestock Inspector at any of our LIS Field Offices or you can visit the LIS Head Office in Calgary. A list of the LIS Field Offices and the location of the LIS Head Office can be found on the LIS Website at www.lis-alberta.com.



LIVESTOCK
IDENTIFICATION
SERVICES LTD.

Livestock Identification and Commerce Act
CERTIFICATE OF VERIFICATION OF IDENTITY

V-1 Version 2013-11

Please read the Instructions before completing this Form

I, _____ **HEREBY CERTIFY THAT:**
Full name of person verifying identity

1. I was personally present and did see _____ sign the
Name of individual whose identity is being verified
document attached to this Certificate of Verification of Identity.

Select one of the following:

I have personally known the above named individual for at least two (2) years.

I have not personally known the above named individual for two (2) year but I have confirmed his/her identity by examining one approved piece of government issued photo identification.

I have not personally known the above named individual for two (2) year but I have confirmed his/her identity by examining two approved documents he/she provided to me containing name and his/her current address.

2. Based on my knowledge of and/or meeting with the above named individual I can confirm that he/she is at least 18 years of age.

3. I am not related to the above named individual by birth, adoption or marriage.

SIGNED by me at _____, Alberta this _____ day of _____ 201_____
City/Town Day Month Year

Signature of person verifying identity

Phone Number

Address

Email Address

City/Town Province Postal Code

A Certificate of Verification of Identity must be completed for each individual signing the attached form whether as an individual or on behalf of a corporation or partnership. Please fill out and print as many copies of the Certificate of Verification of Identity as are required. Please see instructions below.



LIVESTOCK
IDENTIFICATION
SERVICES LTD.

Livestock Identification and Commerce Act
CERTIFICATE OF VERIFICATION OF IDENTITY

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I, _____ **HEREBY CERTIFY THAT:**
Full name of person verifying identity

1. I was personally present and did see _____ sign the
Name of individual whose identity is being verified
document attached to this Certificate of Verification of Identity.

Select one of the following:

I have personally known the above named individual for at least two (2) years.

I have not personally known the above named individual for two (2) year but I have confirmed his/her identity by examining one approved piece of government issued photo identification.

I have not personally known the above named individual for two (2) year but I have confirmed his/her identity by examining two approved documents he/she provided to me containing name and his/her current address.

2. Based on my knowledge of and/or meeting with the above named individual I can confirm that he/she is at least 18 years of age.

3. I am not related to the above named individual by birth, adoption or marriage.

SIGNED by me at _____, Alberta this _____ day of _____ 201_____
City/Town Day Month Year

Signature of person verifying identity

Phone Number

Address

Email Address

City/Town Province Postal Code

A Certificate of Verification of Identity must be completed for each individual signing the attached form whether as an individual or on behalf of a corporation or partnership. Please fill out and print as many copies of the Certificate of Verification of Identity as are required. Please see instructions below.



LIVESTOCK
IDENTIFICATION
SERVICES LTD.

Livestock Identification and Commerce Act

TRANSFER OF BRAND BY OWNER INFORMATION AND INSTRUCTIONS

T-1 Version 2013-11

This is the information and instructions to transfer a brand to one of the other owners of the brand or to another person. This form cannot be used if the owner or one of the owners is deceased or under 18 years of age or for the transfer of an honorary brand.

IMPORTANT NOTICE

- By completing and submitting a Transfer Form to the Brand Registrar, only the **brand** is being transferred. The Transfer Form does not transfer title to the livestock bearing the brand.
- The transfer of a **brand** does not affect the status of the ownership of the livestock or the livestock security interest in the livestock on which the brand was applied prior to the date the Transfer of Brand is registered. However:
 - If the Transferor sells livestock bearing the brand after the Transfer is registered, the livestock inspectors may put a hold on the livestock or the sale proceeds.
 - If the Transferee sells the Transferor's livestock bearing the brand after the Transfer is registered, the livestock inspectors will not put a hold on the livestock or on the sale proceeds.

Part A: Description of the Brand

Draw the brand design and indicate the location and animal type for the brand. Brand Design, Location and Type are required. Use abbreviated location i.e. LH for left hip. Please print form and draw the brand design by hand in the box provided.

Part B: Transferor Information and Signature

If the brand is owned by more than one person, the names of all of the owners of the brand must be listed in Part B of the Transfer Form as Transferors.

Part C1: Status of Transferee

If one or some of the existing owners will be retaining ownership of the brand, the names of those owners must also be listed in Part C of the Transfer Form as Transferees in addition to the new person(s) to whom the brand is being transferred. Brands can be transferred to individuals, partnerships or corporations.

Co-ownership and Joint Ownership

Up to January 1, 2009, all brands owned by more than one person were co-owned. The Brand Registry now recognizes joint ownership of brands.

If two or more persons are **joint owners** of a brand, each person owns an undivided interest in the brand and has a "right of survivorship". Upon the death of one joint owner, the other owner(s) has ownership of the brand. On the death of one joint owner, the brand can be transferred to the survivor(s) by the surviving joint owner(s) filing with the Brand Registrar a Statutory Declaration of Surviving Joint Brand Owner along with satisfactory proof of death of the deceased joint owner.

If two or more persons are **co-owners** of a brand, each person owns an undivided interest in the brand and, upon the death of one of the co-owners, the legal requirements governing wills and estates must be followed to transfer the deceased's interest (ownership) in the brand. Whether the deceased's interest in the brand will go to the co-owner or to another person will be determined by any Designation of Beneficiary Form, the deceased's Will or, if there is no Designation of Beneficiary Form or Will, on the laws governing intestate succession.

If neither Joint Owners nor Co-Owners is checked off on the Transfer, any brand transferred to two or more owners will be co-owned. The election of joint ownership or co-ownership can be changed by the new owners by filing the **Brand Ownership Election Form**.

Regardless of how two or more individuals own a brand, whether as joint owners or as co-owners:

- Any livestock bearing the above brand must be sold in the names of, or on behalf of, all of the owners of the brand. If not, the livestock or the sale proceeds may be held pending the livestock inspector being satisfied that the person in possession of the livestock is the owner of the livestock, the owner's agent or otherwise lawfully entitled to be in possession of the livestock or entitled to the sale proceeds.
- The sale proceeds must be payable to all of the owners of the brand and the holder of any livestock security interest in the livestock or the dam of the livestock being sold.
- If the livestock is being transported for sale and the livestock manifest does not direct payment to all of the owners of the brand, the livestock inspector will hold the livestock or the sale proceeds until all of the owners of the brand sign the livestock manifest.

The ability to own a brand jointly or as co-owners was implemented for the sole purpose of simplifying the transfer of the brand on death of one of the brand owners. If all of the individuals owning the brand will not or do not own the livestock being branded then do not register the brand in the names of more than one individual.

Trade names used by one owner

If the brand is being transferred to an individual, not associated in partnership with any other person, in a name other than his or her own name, he or she will be operating under a "trade name" and will be required to provide a copy of a **Declaration of Trade Name** that has been filed with the Registrar of Corporations under section 110 of the *Partnership Act*. The Declaration of Trade Name form can be obtained from Service Alberta at <http://www.servicealberta.gov.ab.ca> under Corporate Registries, Business names. If a brand is owned by two or more individuals under a name other than their own names, they are deemed to be a partnership for the purposes of owning the brand.

Partnerships – Trade names used by more than one owner

If the brand is being transferred to two or more persons in a name other than their own names, they will be operating as a partnership and will be required to provide a copy of a **Declaration of Partnership** that has been filed with the Registrar of Corporations under section 106 of the *Partnership Act*.

The Declaration of Partnership form can be obtained from Service Alberta under Corporate Registries, Business names at <http://www.servicealberta.gov.ab.ca>.

Corporations

A copy of the last annual return filed is required in order to transfer a brand into the name of a corporation.

If the brand being transferred to a corporation, not associated in partnership with any other person, and in a name is other than its legal corporate name, the company is operating under a "trade name" and will be required to provide a copy of a **Declaration of Trade Name** that has been filed with the Registrar of Corporations under section 110 of the *Partnership Act*.

The Declaration of Trade Name form can be obtained from Service Alberta under Corporate Registries, Business Names at <http://www.servicealberta.gov.ab.ca>.

Transferees under 18 years of age

When a brand is transferred to a person under 18 years of age, the parent or guardian of the child is required to sign a **Guardian's Acknowledgment of Responsibility** under the *Minors' Property Act*. If the minor transferee is 14 to 17 years of age, the minor transferee will be required to sign the brand Transfer and consent to the guardian receiving the brand certificate on the minor's behalf. This form can be obtained from the Brand Registrar or from the LIS Website.

Part C2: Transferee Information and signature

The person or persons named on the Transfer form as the "Transferee" will be the owner of the brand. A brand must be registered in the name of the owner of the livestock which is the name under which the livestock will be sold.

The name(s) included on the Transfer form as the "transferee(s)" should only be those persons who will own the livestock bearing the brand. For legal reasons, persons other than the intended owners of the livestock should not be included as a transferee on the transfer form and should not be one of the owners of the brand.

Ownership of the brand should not be used as a means to pass the brand on to another person on the death of the Transferee. If a Transferee wishes to have the brand transferred directly to a specific person on his or her death, without having the brand form part of his or her estate, the Transferee can complete a **Designation of Beneficiary** form to be kept with his or her personal papers. On the death of the owner, unless the designation is revoked, the brand will be transferred to the named beneficiary upon receipt of an application by the beneficiary and satisfactory proof of death.

The legal description and premises ID number required on the Transfer is for the location of the farm, ranch or pasture where the livestock bearing the brand will be kept. The premise ID number is issued by Alberta Agriculture and Rural Development and information on how to obtain a premises ID number can be found on their website.

Certificate of Verification of Identity – Instructions for person verifying identity

A Certificate of Verification must be completed for each individual signing the Transfer of Brand form whether as an individual transferor or on behalf of a corporate or partnership transferor. Please complete and print as many copies of the Certificate of Verification of Identity as are required. See instructions below.

Part D: Transfer Fee

Please ensure that the transfer fee of **\$52.50** (includes GST) accompanies the Transfer. The transfer fee can be paid by cheque, VISA or MasterCard. The transfer fee is **not refundable** once the Brand Registrar has issued a Brand Certificate in the name of the transferee(s).

Other Information

Publication of brand information

Livestock Identification Services Ltd. maintains a Brand Registry. The information provided on the brand application form is entered in the Registry. Any person may, on payment of \$25.00, have the Brand Registry searched and obtain an extract from the Registry. Livestock Identification Services Ltd. publishes a Brand Book containing all of the registered brands and also posts all brands on its website. The name of the owner of the brand and the owner's town/city along with a picture of the brand and the description of the brand is published in the Brand Book and on the website.

Change of name, address or contact information

In order for LIS to keep its Brand Registry up to date, owners of brands are required to notify LIS, in writing, of any change in their name, address or contact information.



CERTIFICATE OF VERIFICATION OF IDENTITY INSTRUCTIONS

V-1 Version 2013-11

A Certificate of Verification of Identity must be completed for each person signing a Brand Registry form whether as an individual or on behalf of a corporation or partnership. Please complete and print as many copies of the Certificate of Verification of Identity as are required.

To complete the Certificate of Verification of Identity please do the following

- Print the full name of the person verifying the identity in the space provided at the top of the Certificate.
- Print the name of the individual whose identity is being verified in paragraph 1 of the Certificate.
- Check off the appropriate box in paragraph 2 of the Certificate. See instructions below explaining each of these options.
- If the name and address of the person whose identity is being verified matches what the person verifying the identity personally knows or, in the alternative, the information on the identification documents provided, Certificate of Verification of Identity form can be completed.
- The person verifying the identity signs his/her name on the line at the bottom of the Certificate.
- The person verifying the identity must provide his/her full address, phone number and e-mail address on the lines provided.

Acceptable person verifying identity

This form can be completed by anyone other than a relative by birth, adoption or marriage.

Option 1: If the individual is personally known ...

If the person verifying the identity has personally known the individual signing for 2 or more years, then the first box of paragraph 1 can be checked off. To know a person personally means that someone can confirm aspects of his/her personal attributes such as name, approximate age, place of birth, physical description and some personal history such as education, occupation, marital status, children and place of residence.

Option 2: If the individual is not personally known and he/she has photo ID ...

If the person verifying the identity has not personally known the individual for 2 or more years, the individual must produce one piece of government issued photo identification.

Acceptable photo identification must

- include a photograph
- be government issued
- be original, not a copy of the document
- indicate a unique identifier
- be valid (current) – not expired.

Acceptable forms of photo identification include

- a driver's license
- an identification card
- passport
- citizenship card
- Permanent Resident card
- Certificate of Indian Status card

Option 3: If the individual is not personally known and they do not have photo ID...

If the person verifying the identity has not personally known the individual for 2 or more years and the individual does not have one of the listed government issued photo identification documents, the individual can provide at least two documents with his/her name and current address. Acceptable documents for this purpose include:

- Birth Certificate
- Social Insurance Card
- Old Age Security Card
- Recent utility bill (telephone, electricity, cable TV, gas, water etc.)
- Government statement re CPP or OAS
- Recent municipal property tax notice
- Major credit card statement along with related credit card
- Bank Statement
- Recent income tax assessment
- Government cheque or cheque stub