

Procedure to Transfer an Animal Identification mark

Part 1

- Complete full names and surname on the application form **unless** you want to register it under a company or a trust etc. (in case of a company attached company registration documents)
- Make sure your identity number/company/etc. is written down correctly on the application form.
- The street address is the address where the animals are being kept and the postal address must be a working address where the certificate can be posted to. you will pay again if you gave us the wrong address.
- The name of farm is where the animals are kept (also can be the name of the village)
- The Magisterial district is where the nearest court is to your animals.

Previous owner information

- First name and surname or Company, trust etc. must be completed fully.
- Identity number must be that of the owner unless it was registered under a company, trust etc. please also indicate if the identity number changed in past years.

Part II consent of owner to the transfer of the registration of an identification mark

- No transfer will be done without a letter of authority issued by the Department of Justice and Constitutional Development or a letter of Appointment as an executor.
- If an Identification Mark is transferred from an owner to a brother/father/child/wife/husband, and the owner is still alive an affidavit must be done by the owner, indicating that he/she wants his/her Animal Identification mark to be transferred to the said person.
- Only the person to whom the Letter of Authority/ Appointment as an Executor was issued to may give permission to transfer the identification mark to a certain Individual/company/trust.

Further Information

- Application and proof of payment **MUST** be send together.
- Applications can be faxed, emailed, posted or brought in personally (not all 4 as it would cause unnecessary confusion)
- Please note that the brandmark section email address for applications has changed to a permanent email animalid@dalrrd.gov.za **DO NOT SEND IT TO ANY OTHER EMAIL**
- **Add a sketch of your existing brand mark.**
- **Please note:** it takes 30 workdays (under normal circumstances) inside the Department to finalize. After the certificate was finalized, it will be posted back to you. No Certificates will be emailed. In addition, we do not know how long the post take as the post office is not part of our section.
- We work according to a very strict **first come first serve** principle **NO EXCEPTIONS WILL BE MADE.**
- Your local Kooperasie sells equipment. (for example BKB)
- As soon as certificate has been received, you must mark your animals immediately.
- If you make an enquiry about your Animal Identification mark please use your identity number as a reference unless u have applied under a company or trust, then please use the name of the company and the company number.
- It is very important to give a **POSTAL ADDRESS**, as we cannot send out the certificate without it and the police will **NOT** accept copies.
- **Enquiries without the above information will not be attended too.**
- If no certificate was received by u after 3 Months, please enquire if u fail to do so you will have to re-apply.
- **If you visit the office, make sure to bring along the hard copies of the application and proof of payment.**

THIS FORM IS ONLY VALID UNTIL 31 MARCH 2024



**agriculture, land reform
& rural development**

Department:
Agriculture, Land Reform and Rural Development
REPUBLIC OF SOUTH AFRICA

FILING NO: _____

Sketch of Identification Mark

The Registrar of Animal Identification
Private Bag X 138
PRETORIA
0001

THIS FORM IS VALID FROM 1 APRIL 2023- 31 MARCH 2024

ANIMAL IDENTIFICATION ACT, 2002 (ACT NO. 6 OF 2002)

PART I. APPLICATION FOR TRANSFER OF REGISTRATION OF AN IDENTIFICATION MARK

NEW OWNER:

I/We _____
(Full name(s) in block letters)

Identity number(s) _____

Street address _____ Postal Address _____

Name of farm _____ Magisterial district _____

Tel. No. (____) _____ hereby apply for the transfer to my/our name(s) of the
registration of the Identification Mark-

Date _____ Signature of applicant(s) _____

PREVIOUS OWNERS INFORMATION

First names and Surname _____

Identity number _____

PART II. CONSENT OF OWNER TO THE TRANSFER OF THE REGISTRATION OF AN IDENTIFICATION MARK

I/We _____
(Full name(s) in block letters)

Identity number(s) _____

Full postal address _____

in my/our capacity as _____ (Owner, executor, etc.) hereby consent to the transfer of the
registration of the identification mark described in Part I above.

In case of death a **Letter of Authority** must be attached.

Date _____ Signature _____

FEES PAYABLE: R190 DALRRD (Department of Agriculture, Land Reform and Rural Development)

- Standard Bank / Branch: Arcadia / Branch Number: 051001 / Account Number: 011252871
- The applicants **ID number or Registration Number** (in case of company/cc/trust) should be written in the **reference space** on the deposit slip. Without the deposit slip the application cannot be finalized.

This application will be finalized within 30 work days. Notice fees increases every 1 April
Email: animalid@dalrrd.gov.za (confirm 012 319 7637)