

## Procedure to apply for a re-issue of a Animal Identification certificate

- Complete full names and surname on the application form (nr 1 & 2)
- Make sure your identity number is written down correctly on the application form. (nr 3)
- only complete this part if u registered the brand mark under a company/trust etc. (nr 4 & 5)
- 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. U will pay again if u gave us the wrong address. (nr 6)
- The name of farm is where the animals are kept (also can be the name of the village) (nr 7)
- The Magisterial district is where the nearest court is to your animals. (nr 8)
- The province is where the animals are kept (nr 9)

## 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 brand mark section email address for applications has changed to a permanent email [animalid@dalrrd.gov.za](mailto:animalid@dalrrd.gov.za) **DO NOT SEND IT TO ANY OTHER EMAIL**
- **The mark will not change**
- **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.:

**APPLICATION FOR RE-ISSUE OF AN IDENTIFICATION CERTIFICATE**

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

The Registrar of Animal Identification  
Private Bag X 138  
PRETORIA  
0001

Delpen Building  
C/O Annie Botha & Union  
Streets  
RIVIERA  
PRETORIA

Sketch of existing brand mark

Tel.: (012) 319-7449 / 319-7637 / 319-7611 / 319-7431  
[www. www.dalrrd.gov.za/services/Animalid](http://www.dalrrd.gov.za/services/Animalid)

**APPLICATION MUST BE ACCOMPANIED BY A COPY OF YOUR ID DOCUMENT PROOF OF POSTAL ADDRESS (NOT OLDER THAN 3 MONTHS). ID NUMBER or COMPANY NUMBER MUST BE QUOTED WHEN MAKING AN ENQUIRY. THIS FORM IS VALID FROM 1 APRIL 2023 – 31 MARCH 2024**

**FULL PARTICULARS OF APPLICANT**

1. First names (complete)

2. Surname

3. Identity number

4. Registration number, of company / closed corporation / trust. (y)\_\_\_\_\_

5. Name of company / closed corporation / Trust / Partnership

6. Address where the animals are kept

Postal Address

Postal code

Postal code

7. Name of farm / village

8. Magisterial District

9. Province

10. Telephone number

11. Email address

12. Own signature of client ..... DATE    MONTH    YEAR

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

- Standard Bank / Branch: Arcadia / Branch Number: 010845 / 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 reference the application cannot be finalized. The Deposit slip must accompany the application form. This application will be finalized within 30 workdays. Notice fees increases every 1 April.

Email: [animalid@dalrrd.gov.za](mailto:animalid@dalrrd.gov.za) (confirm 012 319 7637)