



North American Sportpony Registry

P.O. Box 89, Amenia NY 12501

Phone (561) 693 5516 Fax (775) 667 0516

info@americansportpony.com www.northamericansportponies.com

REGISTRATION INSTRUCTIONS

Here is a brief outline of the procedure to be followed to register your pony with the North American Sportpony Registry. A much more detailed description of the **Registry's Official Rules and Regulations** is available on this website and we highly recommend that you read through them carefully.

1. On the NASPR website download the **Membership Application**. You'll find it under "Forms and Publications" on the right-hand side of the screen under the header. Fill out this form COMPLETELY so that you become a member of the registry as all fees are doubled for non-members.
2. On the same website under "Forms and Publications" download the **Application for Registration**. This is the form for your pony(s). Once again, it is vital that you fill out both pages of this form COMPLETELY. Note that this form must be accompanied by photographs and a 5-generation pedigree (if available) of your pony. Include copies of both sides of any registration papers belonging to your pony's sire and/or dam for proof of pedigree. *Only foals of NASPR-approved mares are eligible for registration. A non-NASPR mare must be registered at the same time as her foal in order for the foal to be eligible for registration. The mare and foal will both be expected to attend an NASPR inspection the fall immediately after submission of the applications.* Applications must be received at least 60 days before inspection or expedite fees will be charged.
3. On the Application for Registration it explains that your pony must be DNA tested. After we receive your Membership Application and Application for Registration with all of the appropriate fees, you will be mailed a DNA kit with instructions on how to pull hair and where to mail the sample. **DNA kits expire in 60 days so do not delay in sending in your hair samples** or you will have to purchase another kit. *In order for your pony to have a complete pedigree on the registration certificate, DNA must also be made available to the NASPR on both the sire and the dam for parentage verification and proof of pedigree. It is the owner's responsibility to inform the NASPR of which registry might have these DNA case numbers or purchase additional DNA kits for the sire and dam.*
4. To be registered with the North American Sportpony Registry, your pony must attend an inspection. This is a final step of registration process. Your pony will be inspected, graded and scored. Refer to the website for the inspection schedule. Once again under "Forms and Publications" complete and send in an **Inspection/Grading/Branding Reservation** form with the appropriate fees.
5. Following the pony's inspection and completion of all registration requirements, the Certificate of Registration will be mailed to the owner. Branding is voluntary. If any requirements for registration have not been completed including, but not limited to, inspection, payment of fees, and DNA testing, the owner or lessee has 90 days from the date of inspection to complete these remaining obligations. *If the outstanding requirements have not been met in the required time frame, the records for registration will be purged and new applications must be filed and fees paid again.*

Thank you for your interest in the North American Sportpony Registry and we hope to hear from you soon!

Sincerely,
Jody Jackson
Executive Director, North American Sportpony Registry



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REGISTRATION CHECKLIST

Use the following checklist to make sure you have completed all of the steps necessary for registering your pony(s) with the North American Sportpony Registry.

- Membership Application completed and fee paid**

- Registration Application completed and fees paid at least 60 days prior to inspection**
 - three name choices
 - owner information
 - breeder information
 - sex of pony
 - color of pony
 - description of markings
 - foaling date
 - previous registration information (if any)
 - copy of both sides of sire's registration certificate (if any)
 - copy of both sides of dam's registration certificate (if any)
 - four color photographs showing front, back, and both sides of pony
 - DNA kit(s) ordered

- DNA kit completed within 60 days of date issued**
 - hair sample collected per kit instructions
 - hair sample taped to DNA kit and mailed to the VGL Lab at UC Davis per kit instructions
 - DNA made available to the NASPR on the sire and dam of the pony being registered

- Inspection/Grading/Branding Reservation Form completed and sent to NASPR office**
 - site host/hostess contacted
 - inspection attended

- All outstanding invoices paid**

- Certificate of Registration received via Certified Mail**

**ALL FEES MUST BE PAID IN US DOLLARS
ALL FEES ARE NON-REFUNDABLE**