



## BRANDING ERROR DECLARATION

F-4 Version 2009-11-15

### INFORMATION AND INSTRUCTIONS

When brands are registered, they may be used in one of six positions on an animal. A brand must be applied to the exact part of the animal specified on the Brand Certificate. This is because when the characters are applied to a different position on the animal, they become a completely different brand. If the brand is applied to the left shoulder when its registration says left hip, this brand could be admitted as proof, in the absence of evidence to the contrary, of that brand owner's ownership of the animal.

#### Reporting a branding error

When a branding error occurs, the Livestock Inspector must be notified immediately and provided with the *Branding Error Declaration* with Parts A and B completed by the producer making the branding error. The Livestock Inspector will acknowledge receipt of the *Branding Error Declaration*, retain the original for the Brand Registrar's files, and return a copy to the producer. The copy of the *Branding Error Declaration* must be presented to the Livestock Inspector each time any of the animals branded in error are transported to an inspection site or are inspected for any other reason.

On being notified of a branding error the Livestock Inspector will:

- satisfy himself/herself that the brand was, in fact, applied in error,
- obtain the original *Branding Error Declaration* (with Parts A and B and the Certificate of Verification of Identity completed) and return a copy to the producer,
- forward the original *Branding Error Declaration* to the Brand Registrar for the producer's file,
- forward a copy of the *Branding Error Declaration* to the LIS head office so notice can be entered into the LIS database to alert all Livestock Inspectors of the branding error, and
- if the brand that was applied in error is a registered brand, the Brand Registrar will notify the registered owner of the branding error.

Whenever a branding error is reported, a Livestock Inspector has the discretion to:

- inspect the livestock and the owner of the livestock is responsible for paying the livestock inspection fee, and
- require a *Release Form* to be signed by the registered owner of the brand and provide it to the Livestock Inspector.

If a branding error is not reported until the livestock are inspected (either at an inspection site or as a result of a requested inspection) the Livestock Inspector will either hold the livestock or hold the sale proceeds until the Livestock Inspector is satisfied that the person in possession of the livestock is the owner of the livestock or the owner's agent, that the livestock was branded in error and, if the error is a registered brand, that the owner of the brand has signed a *Brand Release*. An unreported branding error will hold up the issuance of a livestock permit or a special permit.

## Completing the *Branding Error Declaration*

The person completing the *Branding Error Declaration* must complete Parts A and B of the form and have their signature witnessed. Both the producer and the witness are required to print their name, address and phone number on the form.

A Livestock Inspector can be a witness. The witness is required to complete the *Certificate of Verification of Identity* of the producer signing the *Branding Error Declaration*.

In order to verify the owner's identity, the witness must examine an original piece of valid government issued identification (the identity document). Information and instructions with respect to the Certificate of Verification of Identity are attached. If the livestock owner does not have one of the listed identity documents please contact LIS.

## Requirements on inspection

The copy of the *Branding Error Declaration* must be presented to the Livestock Inspector each time livestock branded in error is inspected (whether at an inspection site or as a result of a requested inspection).

The Livestock Inspector will complete one row of Part C of the *Branding Error Declaration* when the livestock enter an inspection site for the purpose of sale. After the livestock is inspected, the *Branding Error Declaration* is returned to the producer.

Once all the livestock branded in error have been sold and the last entry has been made by the Livestock Inspector, the Livestock Inspector will:

- keep the completed *Branding Error Declaration*, providing the producer with a photocopy on request,
- forward the completed copy to the Brand Registrar for the producer's file,
- forward a copy to the LIS head office to remove the notice from the LIS database, and
- if the brand that was applied in error is a registered brand, the Brand Registrar will advise the registered owner that all livestock branded in error with his/her brand have been sold.

At the discretion of the Livestock Inspector, if the brand that was applied in error is a registered brand, the sale proceeds from the sale of the livestock branded in error may be held by the Livestock Inspector until the registered owner of the brand provides LIS with a signed *Release Form*.

## Questions

If you have any questions please contact Livestock Identification Services by contacting either:

the Brand Registrar at: Telephone: 403-740-4105  
Toll Free: 866-740-4105  
Fax: 403-740-4124  
E-mail: [brands@lis-alberta.com](mailto:brands@lis-alberta.com)

Cam Camden at: Telephone: 403-225-6308  
Toll Free: 866-509-2088  
Fax: 403-509-2098  
E-mail: [cam.camden@lis-alberta.com](mailto:cam.camden@lis-alberta.com)

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LIVESTOCK IDENTIFICATION SERVICES LTD.

Livestock Identification and Commerce Act  
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**PART A – Person making branding error**

Name of person making branding error \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Premises ID \_\_\_\_\_ E-mail Address \_\_\_\_\_

**PART B – Branding Error**

I made the following branding error:

Date of branding error		Number of head branded in error	
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Animal Kind		Location where branding took place	
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BRAND APPLIED IN ERROR	
Brand Design	Location

MY REGISTERED BRAND	
Brand Design	Location

I hereby certify that the above information is true and undertake to present this form to the Livestock Inspector each time any of the above animals are inspected.

DATED at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
Town/City Province Day Month Year

Signature of Witness

Signature of person signing authorization

Printed name of witness

Printed name

Address

Address

Phone number

Phone number

**Note:** The Witness is to complete the Certificate of Verification of Identity on page 2

Received by \_\_\_\_\_  
Livestock Inspector Signature Badge # Date



## **INFORMATION AND INSTRUCTIONS FOR COMPLETING THE CERTIFICATE OF VERIFICATION OF IDENTITY**

### **Information**

The person registered with the Brand Registry as the owner of the brand has the exclusive right to use the brand for the purposes of denoting ownership of the livestock or a livestock security interest in the livestock, as the case may be, until the registration of the brand is cancelled or transferred.

Identification is required to ensure that documentation affecting the rights of a registered brand owner is completed by the proper person to protect the registered brand owner.

Livestock Identification Services Ltd. (LIS) is subject to the *Freedom of Information and Protection of Privacy Act* and the collection, use, disclosure, retention and destruction of personal information by LIS are done in compliance with this Act.

### **Acceptable identity documents**

Acceptable personal identification documents 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 personal identification documents include

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

Note: If a brand owner does not have one of the listed identity documents please contact LIS and an alternate form will be provided.

### **Instructions to Witness completing the Certificate of Identity**

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

- Print your full name, town or city and province or state in the initial paragraph.
- Print the name of person in paragraph 1 and the date the person appeared before you to complete this form.
- Request the original identity document from the person and compare the information on the identity document to the information on the form and to the person appearing before you.
- If the information and photograph match the information on the form and the person appearing before you, complete paragraph 2 by printing the name of the government entity that issued the identity document, the date the identity document was issued, the number of the identity document, the date it expires and the name of the person appearing before you.
- Print the day, month and year the Certificate is signed.
- Sign your name on the line provided.
- Print your name on the line provided
- Print your phone number and full address on the lines provided.