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# CANADIAN LLAMA AND ALPACA ASSOCIATION

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## Applying for Certificates of Registration

1. The animal should be microchipped no later than 6 months of age. Microchips are to be inserted at the base of the right side of the tail or at the base of either ear. Microchips are available at the CLAA office.
2. If using the Canadian lab for parent verification purposes, obtain a DNA collection kit from the CLAA office. There are 3 available – vials for whole blood, FTA cards and hair (follicle) samples.
3. Collect the sample (as per the instructions provided) and complete the application for DNA testing form.
4. Complete the CLAA Application for Registration form. A colour chart is available from the CLAA office.
5. Send the application for DNA testing and the application for registration to the Canadian Livestock Records Corporation (CLRC). This is the company that is contracted to perform the Association's registry work. The address is on the application forms.

*Payment for the DNA Testing and the Registration fees must accompany the forms sent to the CLRC. You may also make arrangements to pay with a credit card. The CLRC phone number is 613.731.7110.*

6. CLRC will forward the DNA sample for testing and upon receipt of the parent verification report, finalize the application and mail the certificate of registration.
7. If you are using a foreign DNA report to verify parentage for your Canadian registration please provide a photocopy of the foreign certificate of registration as well as a copy of the animal's DNA profile from the testing facility.

Please refer to the current fee schedule for applicable fees. An incomplete application will result in a delay in issuing the certificate.



The Application Form –

The animal you are applying to register must have at least one CLAA registered parent.

**All information must be filled in.**

**Name of the Animal** – the registered herd identifier of the \*‘‘breeder’’ is used at the beginning of the animal’s name and is included in the 30 character count. If the breeder does not have a registered identifier, then no herd identifier may appear.

\***Breeder** – the CLAA considers the breeder to be the registered owner of the dam at the time she was serviced to produce the cria. It is not the owner of the sire.

**Owner at birth:** This is the registered owner of the dam at the time she gave birth to the cria being registered. Only the owner at birth may apply to register the cria.

If you have purchased a female with cria at side, the seller must either apply for registration of the cria and provide you with its certificate of registration or alternately provide you with an application for registration and transfer of ownership, signed (by the seller) in the appropriate sections. If you have received a signed application form please note that you will pay two fees, one for registering the cria and another for the transfer of ownership to your name.

**Signature and Service Information**

If you owned both the sire and the dam at time of service, please indicate the date of service or the dates of exposure in the certificate of service section on your application, and then sign the application in the section ‘‘signature of owner at birth’’. If you do not know the exact dates of exposure it is permissible to indicate ‘‘pasture served’’ and the year.

If you owned the dam, but she was bred by someone else’s sire, you must have the owner of the sire sign the certificate of service, and indicate the dates of service or exposure.

If the dam you purchased has been bred, and the service information has been recorded at time of transfer, then the owner of the sire is not required to sign the certificate of service.

