

The following check list is to be completed to ensure your application is correct and contains all documents required when submitting to the office.

- Breeder's Membership and Prefix is financial
- Sire/Semen registration name, **registration number and microchip number** is correct
- Owner/s of the Sire/Semen was financial at the time of mating
- All Sire owner/s have completed and signed the Service Certificate
- Dam registration name, **registration number and microchip number** is correct
- The owner/s of the Dam is identical to the owner/s of the Prefix
- Breeder/s have signed the **Breeder's** Declaration
- If frozen Semen was used, has the Semen been registered on file?
- If fresh, chilled or frozen Semen was used, ensure the Artificial Insemination Declaration on the litter application has been completed and signed by the Inseminator**
- Ensure the mating and birth dates are indicated
- Ensure you list the amount of living pups
- Clearly print both 1<sup>st</sup> and 2<sup>nd</sup> choice names of pups
- Clearly indicate if the pup/s are to be registered as Main or Limited
- Clearly indicate the sex of each pup
- Clearly indicate the colour and markings of each pup
- Clearly print the microchip number or attach the microchip number sticker for each pup
- If new puppy owners are known at the time of registration, include the new owner details on the application
- Are there any breed requirements for the Dam and Sire? (eg Hip and Elbow Scores) Other breed requirements can be located in the Dogs Australia Regulations, Part 6  
[https://dogsaustralia.org.au/media/10030/6-da-reg6\\_registration\\_aug-23.pdf](https://dogsaustralia.org.au/media/10030/6-da-reg6_registration_aug-23.pdf)
- Please refer to the DOGS NSW Code of Ethics to ensure all requirements are met regarding any breaches. If a Vet Certificate is required please ensure the Veterinary Certificate identifies the dog by microchip is submitted  
<https://www.dogsnsw.org.au/media/5601/part-13-code-of-ethics-july-2023.pdf>
- If there are any Natural Bob Tail Pups, a Veterinary Certificate dated within 4 days of the pups birth OR DNA Testing is required in accordance with the Dogs Australia Regulations  
[https://dogsaustralia.org.au/media/10030/6-da-reg6\\_registration\\_aug-23.pdf](https://dogsaustralia.org.au/media/10030/6-da-reg6_registration_aug-23.pdf)