Online Registration
How-To
A few things to remember before registering your foal online:

- You must be a current member of the KWPN-NA

- The breeding must have already been reported via:
  - An insemination form (if breeding with frozen or an outside stallion)
  - A stallion breeding report (if breeding to a KWPN-NA activated stallion)

- Only current year foals are eligible to be registered online. If you are registering a horse that is a yearling or older, please contact the office for a foal birth declaration

- If the owner of the foal is someone other than the breeder, please contact the office for a foal birth declaration as only an owner/breeder can register a foal online.
1. Log into your KWPN-NA member portal (http://kwpn-naportal.com/) with your custom member-ID and password.
2. Click on the “Register a Foal” link under My Administration
3. Select the mare whose foal you are registering from your list.

Do not use "Enter Foal"!
4. Enter all information about the foal

- Breeder information should auto-fill. If it fills incorrectly please contact the office after submitting and we will correct it.
- Fill in payment information (send check or fill in credit card)
- Attach foal pictures. Maximum file size is 5MB per picture
- Be sure to check the two boxes right before hitting “Save”
- Make sure to click “Save”!!!
5. You will receive a foal registration confirmation email

Dear mr/mrs SHELOR,

Hereby we confirm the registration of your foal with the KWPN-NA studbook.

<table>
<thead>
<tr>
<th>Registration number</th>
<th>Name</th>
<th>Date of birth</th>
<th>Gender</th>
<th>Sire</th>
<th>Dam</th>
<th>Breeding direction</th>
<th>Book</th>
</tr>
</thead>
<tbody>
<tr>
<td>8400252018N00010</td>
<td>NEPTUNE-DCHS</td>
<td>06-03-2018</td>
<td>STALLION</td>
<td>FLORIANUS II</td>
<td>EDELPRISS-GSH</td>
<td>HP (HUNTER)</td>
<td>VB</td>
</tr>
</tbody>
</table>

we kindly ask you to send us the following documents which we need to complete the registration of your foal:
- DNA Sample with bulbs must be collected from the foal. If mare does not have DNA on file with the KWPN-NA, please submit with the Foal DNA

KWPN-NA

If you do not receive this email, we have not either. In that event, please contact the office.
6. The office will go over the registration and send you:

- your DNA kit to send to UC Davis
- your microchipping kit
- any other documents you need to complete the registration (i.e. mare DNA kit)

The DNA result and the microchip affidavit MUST be received by the office for papers to be issued.
Questions?

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