

There is a Cost Associated with All Changes of Ownership, please ensure full and correct payment details are included when submitting to Global Micro Animal Registry.

Before completing the attached Change of Ownership Form, please read the following instructions.

Registered Pet Owner:

If you are the Current, Registered Pet Owner with Global Micro Animal Registry and have an Access ID for the Global Micro website, you can process the Change of Ownership **Online**.

This can be done by going to <https://www.globalmicro.com.au/> and following the below steps:

- Enter your Access ID and Password under the Pet Owner Login.
- Select the Pet you want to Change Ownership of, from the available list on the top Right of the Page.
- Select the **Blue Change of Ownership Button**, for the Associated Pet.
- Read the Terms & Conditions and if acceptable, Tick the I agree Check Box.
- Complete the form with the New Owners Details & update the Pet Details if needed.
- Select the **Green Proceed to Payment Button**, to finalise the process.

Alternatively, you can complete the details on the second page of this form. You must include your Name and Signature as the current Registered Owner and obtain the New Owners Details & Signature. You can then submit the form to us by email, fax or post, as shown on the bottom of the form.

New Pet Owner:

If you have recently purchased or adopted a new Pet and wish to Change Ownership in to your name, please follow the below steps:

- Check and confirm the pet is registered with Global Micro Animal Registry.
 - To do this, go to <http://www.petaddress.com.au/>, enter the Microchip Number and select the **Search Button**. If the Pet is Registered with Global Micro;
- Contact the owner who gave or sold you the animal and ask them to:
 - Process the **Change of Ownership Online** for you, or
 - Sign as the Current Registered Owner on the Change of Ownership form for you. You can then add your details & sign as the New Owner and submit the form to us by email, fax or post, as shown on the bottom of the form.

Alternatively, if you are unable to obtain the previous owner's signature you will also need to complete and submit a [Statutory Declaration](#) which should be sent to us with the Change of Ownership form.

******Under No Circumstances will a Change of Ownership be Processed by Phone******

******If paying the Change of Ownership fee by Credit Card please ensure sufficient funds are available prior to submission. Declined credit cards incur an additional \$5.00 fee to reinstate the previous owner's details ******

PLEASE NOTE: Forms can be emailed, faxed or posted to Global Micro Animal Registry as per the following:

PO Box 14 Mascot NSW 1460 Ph: 02 8338 9063 Fax: 02 8338 8690 Email: contact@globalmicro.com.au

Change of Ownership Form

PET DETAILS

Microchip number: _____ Pet's name: _____

Species (e.g. Dog/Cat): _____ Breed: _____ Date of Birth: _____

Colour: _____ Male Neutered Female Spayed

CURRENT REGISTERED OWNER DETAILS (as recorded on file)

I relinquish ownership of the above animal to the new owner as below. If joint ownership **BOTH** signatures are required on the form.

Name/s: _____ Signature/s: _____

NEW OWNER DETAILS

Tick here if you already have a pet registered with us

First name: _____ Surname: _____

Address: _____

Suburb: _____ State: _____ Postcode: _____

Local council: _____

Mobile: _____ Phone: _____

*Email: _____

Alternative contact name: _____ Mobile: _____

Signature of new owner: _____ Date: _____

I declare the details above are true and correct

PAYMENT DETAILS SUMMARY (please tick)

Global Micro Change of Ownership - \$10.00

Global Micro Pet Tag – One for \$10.00 or Two for \$15.00

Total Amount: \$ _____

Price subject to change without notification

Global Micro Pet Tag

Our Pet Tag allows for instant recognition of your animal being on our database and is an easy way to assure you pet gets home safe.



Payment Details Visa MasterCard Money Order Cheque made out to Global Micro Animal Registry

*** Please ensure this section is completed and funds are available prior to submitting. Declined credit cards incur a \$5.00 reinstatement fee ***

Card number: _____ - _____ - _____ - _____ Expiry date: _____ - _____ CCV: _____

Name on card: _____ Signature: _____

By submitting this form, I give permission for my contact details to be made available to any **authorised** person who can help with the recovery of my pet. I also consent to receive information and promotions relevant to my pet and that I will join the Global Micro Spotter Network of which I can unsubscribe via my Online Global Micro **Access ID** after creating my online account.

FOR YOUR PETS SAKE: To ensure a Change of Ownership is updated promptly, this form must be **Signed** by **Both** the **Current Registered** and **New Owner** and contain **Correct Payment Details**. If the **Current Registered Owner** is not able to **Sign** this form or is Unavailable, a **Signed Statutory Declaration** (available from our website) is also required to accompany this form.

* Confirmation by *email only*, will be sent on completion of transfer

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Effective Date: 1st August 2018