

AMHA Register Rules and Regulations

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AMHA REGISTRY Rules and Regulations

RULE 1-REGISTRATION ELIGIBILITY

Section 1: Initial Registration

A horse may be eligible for registration with The American Morgan Horse Association, hereafter referred to as the Registry, providing:

- A. The sire and dam are both registered with the Registry.
- B. All transfers of ownership of the sire and dam are duly recorded with the Registry.
- C. Any multiple birth, i.e. twins, shall be recorded as multiple birth, but will be treated on an individual basis with regard to *Registration Applications*, *Transfer Applications*, and documentation.

Section 2: Re-registration

A horse already registered with the British Morgan Horse Society, the Swedish Morgan Horse Association, or under the provisions of the Live Stock Pedigree Act by the office of Canadian National Live Stock Records in the Stud Book of the Canadian Morgan Horse Association, Inc., may be re-registered with the Registry, providing all of the terms and conditions established from time to time by the Board of Directors and applicable to such re-registration are satisfied.

Section 3: Integrity of Records

If any doubt arises as to the propriety of the registration or transfer of an animal, the proceedings or records of the Association with respect to such animal and its descendants may be suspended by the Executive Director. The Board of Directors, after notice and opportunity to be heard as hereinafter provided, may expunge or alter any existing registration or transfer found to be improper, or take such other steps as the nature of the case may in their judgment require. After May 6, 1995, in spite of any provisions of the Rules and Regulations or these Rules for Hearings and Appeals to the contrary, no registration of any animal registered as set forth in the records of the Association in effect on December 31, 1991 shall be expunged for any reason without the consent of all persons interested as a matter of record. However, any such registration may be modified to reflect accurately the parentage of the registered animal. Upon such modification, any existing certificate shall be surrendered and replaced with a certificate reflecting the modification.

RULE 2-REGISTRATION REQUIREMENTS

Section 1-A: Foals conceived by Natural Service, Hand Breeding or Artificial Insemination using Fresh Semen or Frozen Semen.

- A. All applications for registration must be correctly completed on the official *Registration Application* and submitted with the appropriate fee.
- B. Every *Registration Application* must be completed with the personal signature of the recorded owner or recorded lessee of the dam at the time of foaling.
- C. Every horse, for which application is made, must be DNA tested and/or blood typed (at the applicant's expense) as specified in Rule 2, Section 3.

Section 1- B: Foals resulting from non-frozen embryo transfer

- A. All applications for registration must be correctly completed on the official *Registration Application* and submitted with the appropriate Registry fee.
- B. An *Application for Embryo/Oocyte Transfer* must be submitted to the Registry with the *Registration Application* of a resulting foal if the person in whose name the original *Registration Certificate* will be issued to **IS NOT** the recorded owner or recorded lessee of the donor dam at the time the embryo is transferred. The *Application for Embryo/Oocyte Transfer* must be signed by the recorded owner or

recorded lessee of the donor dam and must identify i) the breeder of the resulting foal, and ii) the person(s) in whose name(s) the original *Registration Certificate* will be issued.

- C. If the recorded owner or recorded lessee of the donor dam at the time the embryo is transferred **IS** the person in whose name the original Registration Certificate of the resulting foal will be issued to, an *Application for Embryo/Oocyte Transfer* **IS NOT** required
- D. Every horse, for which application is made, must be DNA tested and/or blood typed (at the applicant's expense) as specified in Rule 2, Section 3.
- E. Before any transfer of an embryo from a donor dam, the donor dam's blood type or DNA type must be permanently recorded with the Registry as specified in Rule 2, Section 3

Section 1- C: Foals resulting from frozen embryo transfer

- A. All applications for registration must be correctly completed on the official *Registration Application* and submitted with the appropriate Registry fee.
- B. Every application for registration of a horse that is the result of a frozen embryo must be accompanied by an *Application for Frozen Embryo/Oocyte Transfer* signed by the record owner or recorded lessee of the donor dam at the time the embryo was harvested.
- C. The *Application for Frozen Embryo/Oocyte Transfer* must identify who is to be recorded as the breeder of the resulting foal. The original Registration Certificate will be issued in the name of the last party as it appears on the ownership history of the *Application for Frozen Embryo/Oocyte Transfer*.
- D. Each change in ownership of a frozen embryo must be reported on the *Application for Frozen Embryo/Oocyte Transfer*.
- E. Every horse, for which application is made, must be DNA tested and/or blood typed (at the applicant's expense) as specified in Rule 2, Section 3.
- F. Before any transfer of an embryo from a donor dam, the donor dam's blood type or DNA type must be permanently recorded with the Registry as specified in Rule 2, Section 3

Section 1- D: Foals resulting from non-frozen oocyte transfer

- A. All applications for registration must be correctly completed on the official *Registration Application* and submitted with the appropriate Registry fee.
- B. An *Application for Embryo/Oocyte Transfer* must be submitted to the Registry with the *Registration Application* of a resulting foal if the person in whose name the original *Registration Certificate* of the resulting foal will be issued is **NOT** the recorded owner or recorded lessee of the dam at the time an oocyte is collected.
- C. If the recorded owner or recorded lessee of the donor dam at the time an oocyte is transferred **IS** the person in whose name the original *Registration Certificate* of a resulting foal will be issued to, no *Application for Embryo/Oocyte Transfer* is required.
- D. The *Application for Embryo/Oocyte Transfer* must identify who is to be recorded as the Breeder of the resulting foal.
- E. Original owner status of the resulting foal will be recorded in the name of the last party on the ownership history on the *Application for Embryo/Oocyte Transfer*.
- F. Every horse, for which application is made, must be DNA tested and/or blood typed (at the applicant's expense) as specified in Rule 2, Section 3.
- G. Before an oocyte is harvested from the donor dam, the donor dam's blood type and/or DNA type must be permanently recorded with the Registry as specified in Rule 2, Section 3.

Section 1- E: Foals resulting from frozen oocyte transfer

- A. Applications for registration must be correctly completed on the *Registration Application* and submitted with the appropriate Registry fee.
- B. Every application for registration of a horse that is the result of a frozen oocyte must be accompanied by an *Application for Frozen Embryo/Oocyte Transfer* signed by the recorded owner or recorded lessee of the donor dam at the time the oocyte is harvested.

- C. The *Application for Frozen Embryo/Oocyte Transfer* must identify who is to be recorded as the Breeder of the resulting foal.
- D. The original Certificate of Registration will be issued in the name of the last party as it appears on the ownership history on the *Application for Frozen Embryo/Oocyte Transfer*.
- E. Every horse, for which application is made, must be DNA tested and/or blood typed (at the applicant's expense) as specified in Rule 2, Section 3.
- F. Before an oocyte is harvested from the donor dam, the donor dam's blood type and/or DNA type must be permanently recorded with the Registry as specified in Rule 2, Section 3.

Section 2: Stallion Service Report

The dam of the foal for which registration is requested must appear on the relevant *Stallion Service Report*.

Section 3: Blood Typing/DNA Analysis

- A. In order that the Registry shall have additional evidence concerning the eligibility for, or propriety of a proposed or existing registration, the following horses must be blood typed and/or have their DNA analyzed, in a manner as directed by the Registrar, by a laboratory recognized by the Registry.
 - 1. Horses for which application for registration is made after December 31, 1991.
 - 2. All stallions siring foals born after December 31, 1980.
 - 3. Any horse selected at random by the Registry.
 - 4. Any mare that produces a foal after December 31, 1993.
- B. All blood types and DNA analysis obtained will be permanently recorded with the Registry, are the property of the Registry and may be used in determining the ancestors or descendants of any horse. All blood typing and DNA analysis will be under the supervision of the Registrar and, except for randomly selected horses, will be done at the expense of the owner.

RULE 3- REGISTERED NAMES

- A. The name choices for a horse must be provided on the *Registration Application* signed by the recorded owner or lessee of the dam of the horse or by the person authorized to register the horse under Rule 2, Section 1.
- B. The complete name of a horse must not exceed twenty-five (25) spaces, inclusive of prefix, letters, punctuation marks, and blanks.
- C. A complete name that has been previously recorded for a registered Morgan horse cannot be used.
- D. The Registry may refuse to accept a name that it deems to be confusingly similar to a name or prefix previously recorded or to be otherwise unsuitable.
- E. A previously used name followed by "Second," "Third," or "Junior," etc. or a suffix comprised of initials cannot be used.
- F. A previously used name preceded by "The," "A," or "An," etc. cannot be used.
- G. Numeric symbols cannot be used in the name of a horse.
- H. A horse's name may be changed once during its lifetime by the recorded owner if
 - 1. The horse has no registered progeny.
 - 2. The horse has not appeared on an AMHA Stallion Service Report or any other AMHA breeding record.
 - 3. If the horse's name includes a registered prefix, written permission from the owner(s) or authorized agent(s) of the prefix is required.
 - 4. Requested names must meet all other requirements of Rule 3.
- I. To apply for a name change, the recorded owner must return the original Registration Certificate to the AMHA with the official Name Change Request form and the appropriate name change fee.
- J. If approved, the name change will be recorded in the breed database and published in official AMHA communications.

RULE 4- REGISTERED PREFIXES

A registered prefix is a name, word, letter, or combinations of these, preceding a name, recorded with the Registry and used exclusively by the owners of Morgan horses for the purpose of distinguishing Morgans bred by them from those of other Morgan breeders.

- A. A prefix may be recorded with the Registry providing:
 - 1. The word(s) selected as a proposed prefix cannot be the complete name of a registered Morgan horse that has lived in the last fifty years.
 - 2. The word(s) selected as a proposed prefix cannot be the complete name of a registered Morgan horse that has registered offspring
 - 3. The prefix applicant shall not have another registered prefix on record with the Registry.
 - 4. The prefix application has been correctly completed and submitted with the appropriate fee
 - 5. The Registry does not deem the prefix to be confusingly similar to a name or prefix previously recorded or otherwise unsuitable.
- B. A name, word, letter, or combination of these, preceding a name, not recorded as a prefix with the Registry, may be used by other breeders, until registered for the exclusive use of one breeder.
- C. A registered prefix can only be used by the recorded owner of that prefix. The recorded owner of a prefix may grant permission, in writing and on file with the Registry, to designated person(s) to allow use of that prefix.

RULE 5- CERTIFICATE OF REGISTRATION

- A. The original *Registration Certificate* will be issued in the name of the person who was the recorded owner or recorded lessee of the dam at the time of foaling or in the name of the person designated by the recorded owner or the recorded lessee pursuant to Rule 2, Section 1-B, Paragraph B, or Rule 2 Section 1-D, Paragraph B or in the name of the last party listed on the ownership record on the *Application for Frozen Embryo/Oocyte Transfer*. (See Rule 2 Sections 1-C and 1-E)
- B. A *Registration Certificate* is a certification of information contained in the records of the Registry.
- C. The Registry will issue registration numbers in consecutive order, based on the order in which the applications are processed by the Registry.

RULE 6- TRANSFER OF RECORD OF OWNERSHIP

- A. An official *Transfer Application* must be correctly completed and submitted to the Registry with the appropriate fee upon every change of ownership of the registered horse.
- B. Any person applying for transfer of a horse may be required to furnish (at the applicant's expense) blood type reports or DNA analysis reports, other additional information, documentary, or evidence the Registry may deem appropriate.
- C. The official *Registration Certificate* for the horse being transferred must be submitted with the application for transfer.
- D. For the purpose of transfer, the membership status of the person (buyer or seller) submitting the *Transfer Application* determines the fee. Member rates may be applied to the transfer of all Morgan horses sold at consignment auctions offering registered Morgan horses provided:
 - 1. more than 50 registered Morgans are catalogued;
 - 2. the sale manager is a current AMHA member; and,
 - 3. a fee of \$100 is paid by the sales management per auction.
- E. Whenever legal title of a registered horse passes to another person by reason of death of the recorded owner, foreclosure of any lien, by any order or decree of court, or otherwise by operation of law, the Registry may transfer the registration of the subject horse to the new owner:
 - 1. Upon court order of competent jurisdiction or other satisfactory proof of authority for the transfer.
 - 2. Upon payment of the transfer fee.
 - 3. Upon satisfaction of such other requirements as may be required by the Executive Director or the Registrar.

RULE 7- SALE OR DISPOSAL WITHOUT REGISTRATION CERTIFICATE

- A. The recorded owner of any registered horse sold or dispersed without the *Registration Certificate*, i.e. sold without papers, shall surrender the original Registration Certificate to the Registry for cancellation along with a written statement.
- B. After cancellation of the *Registration Certificate*, it may be renewed, reissued, or reinstated only upon request of the recorded owner.

RULE 8- DUPLICATE REGISTRATION CERTIFICATES

Duplicate Registration Certificates may be issued, providing:

- A. Satisfactory proof of loss, destruction, or other reason for the unavailability of the original Registration Certificate is provided.
- B. An official *Application for Duplicate Certificate* has been correctly completed and submitted by the owner to the Registry, with the following: 1. A notarized statement describing loss, destruction, or other reason for the unavailability of the original *Registration Certificate*. 2. Clear, discernible color photographs of the horse individually labeled with the name, registration number, and date the photograph was taken. Photographs must show: Full views of the left, right, front, and rear of the horse. In order to show all markings, photographs must include all four legs, left and right side views of the body, front view of the head, and rear view of the hindquarters.
- C. By the issuance of a duplicate Registration Certificate all prior certificates of the horse are declared null and void.

RULE 9 - REQUIRED REPORTS

Section 1: Stallion Service Reports

- A. A *Stallion Service Report* must be filed prior to midnight, January 15 of the following year by the recorded owner or recorded lessee at the time of exposure or use of a registered stallion that was exposed to or whose semen was used to inseminate a registered mare anytime during the preceding twelve (12) consecutive months.
- B. A separate *Stallion Service Report* must be filed with the Registry for each registered stallion used for breeding or exposed to a mare.
- C. All dates a mare was bred must be listed; in the event of multiple embryos from the same mare, the mare must be listed separately for each embryo.
- D. A *Stallion Service Report* must include and distinguish between artificial (transported and non-transported fresh cooled or frozen semen or embryo transfer or oocyte transfer breeding) and natural (hand or pasture breeding) services.
- E. In the event that multiple units of frozen semen are sold for more than a single breeding that might extend beyond the current year, a *Notice of Frozen Semen Transfer* must be on file in accordance with Rule 9, Section 6.
- F. In the event that frozen semen is used, AMHA will accept the signature of a past recorded owner or recorded lessee of the stallion, the current recorded owner or recorded lessee of the stallion, and/or the owner of the frozen semen as indicated on a *Notice of Frozen Semen Transfer*. In the event that a previously issued signed *Frozen Semen Certificate* has been provided to the purchaser, this *Frozen Semen Certificate* must be submitted with the *Stallion Service Report* in lieu of the *Notice of Frozen Semen Transfer*.
- G. If a stallion is used for breeding at more than one (1) location during a calendar year, a separate Stallion Service Report must be filed for each location.
- H. A late fee will be charged if the *Stallion Service Report* is filed after January 15 but before February 15 following the current breeding season, after which an additional late fee will be charged.

Section 2: Death

- A. The death of a registered horse shall be recorded with the Registry. The date of death, registered name, registration number and signature of the recorded owner must be submitted.

- B. The original *Registration Certificate* may also be sent to the Registry for the purpose of recording the death thereon.
- C. Upon written request of the recorded owner, the *Registration Certificate* will be returned.

Section 3: Castration

- A. The castration of a registered horse shall be recorded with the Registry. A *Castration Report* including the date of castration, registered name, registration number, and signature of the recorded owner must be submitted.
- B. The original *Registration Certificate* must be sent to the Registry and will be returned indicating the alteration and date of castration.

Section 4: Lease Agreements

- A. Notice of all lease agreements must be correctly provided on an official *Notice of Lease Agreement* form and filed with the Registry with the following:
 - 1. Registration name and number of the horse being leased.
 - 2. Names and addresses of lessor(s) and lessee(s) clearly typed or printed.
 - 3. Beginning and termination dates of the lease. If termination date is "until further notice," so state.
 - 4. The personal signatures of the lessor(s) and lessee(s).
- B. The applicable fee must accompany the *Notice of Lease Agreement* form.
- C. Upon termination of any lease, the owner or lessee shall notify the Registry in writing of the termination.

Section 5: Change In Color Or Markings

- A. The recorded owner may request a change of coat color, true white markings, or the addition of other identifying markings as recorded on the Registration Certificate, providing the following are submitted:
 - 1. The official Registration Certificate.
 - 2. A correctly completed *Clarification Application* provided by the Registry.
 - 3. Clear, discernible photographs of the horse, as described in Rule 8, Section B,. With respect to coat color, this requirement may be waived by the Registrar or Executive Director when DNA testing confirms coat color and identity.
 - 4. Additional information, such as blood typing, DNA analysis documentation, etc. deemed appropriate by the Registry.
- B. Upon approval by the Registry, an amended Registration Certificate shall be issued to the recorded owner.

Section 6: Notice of Frozen Semen Transfer

- A. In the event that multiple units of frozen semen from one stallion are given, sold, or otherwise transferred to breed more than one mare, a *Notice of Frozen Semen Transfer* must be correctly provided on an official *Notice of Frozen Semen Transfer* form, accompanied by the appropriate fee.
- B. The *Notice of Frozen Semen Transfer* is for reporting purposes (see Rule 9, Section 1(F) above). This is not a contract. It is the responsibility of the parties to ensure compliance with contractual obligations.

RULE 10 - APPLICATION DENIAL

- A. Any application for registration or transfer may be denied if it is not established to the satisfaction of the Registrar that all matters relating to the registration or transfer are in proper order.
- B. For any situation in which it appears that there may have been irregularities in connection with the registration of transfer of any horse, the Registrar may require the recorded owner(s) or recorded lessee(s) of that horse to furnish such blood type or DNA analysis reports and other documents relating to the circumstances of the registration or transfer. In the event of failure to furnish this information, the

registration or transfer, as well as all entries that may have been made with respect to the descendants of that horse, may be expunged by the Board of Directors of the American Morgan Horse Association

- C. The burden of proof for the registration or transfer of a horse is the responsibility of the applicant.

RULE 11 - LIABILITY

- A. Neither The American Morgan Horse Association, nor any of its Directors, Officers, Employees, or Members of its committees shall be liable in any event for any action or failure to act in connection with the operation of the Registry.
- B. Any Registry record found to be inaccurate may be expunged or altered as deemed appropriate by the Executive Director or the Board of Directors of the American Morgan Horse Association.
- C. If any statement in any registration or transfer application should at any time be found to be inaccurate, the registration or transfer may be omitted from publication or published in altered form. If any error in published information should be discovered after publication, the correction may be made and published in such form as the Executive Director or Board of Directors may determine.

RULE 12 - REGISTRY FEES

- A. Fees shall be established from time to time by the Board of Directors, and shall be published by the Registry.
- B. No application of any kind will be processed unless the appropriate fees are submitted with the application.
- C. The acceptance of payment, including cashing of a check or the processing of a credit card payment for any fee shall not be deemed to acknowledge that the material is in proper order.

RULE 13 - GENERAL

- A. All monies received are applied to the appropriate owner transaction number. Monies received without a designated owner transaction number shall have a transaction number assigned. All owners with monies owed over ninety (90) days shall be placed on administrative hold, curtailing any further business transactions until the balance due is paid. Any owner(s) with monies due in excess of one hundred twenty (120) days shall receive written notice that their rights and privileges have been denied and that the fact of such denial may be published. Those wishing to object may request a hearing in accordance with the association's Rules for Hearings and Appeals.
- B. Any member may be suspended and denied AMHA privileges and any non-member may be denied AMHA privileges for failure to file with AMHA any report required by the rules of AMHA; provided, however, that fourteen (14) days before action written notice of the delinquent report and the intention to suspend or deny AMHA privileges shall be mailed to such member or nonmember. Any suspension and/or denial of AMHA privileges under this section shall terminate upon the filing of the requisite report.
- C. All Registry applications and reports, and all rights, privileges, and activities relating in any way to the Registry, are in all respects subject to the Rules and Regulations of the Registry.
- D. The postmark date, if any, shall be the date of submission for any Registry documents.
- E. All Registry requirements for signature(s) of owner(s) or lessee(s) shall refer to the personal signature(s) on file with the Registry.
- F. In any case where these Rules and Regulations require the personal signature of a particular person, the Executive Director, the Registrar, or Board of Directors may waive such requirement after being satisfied that such person cannot or unreasonably refuses or neglects to provide such signature.
- G. The Rules and Regulations in effect at the time of submission will apply to each transaction.
- H. These Rules and Regulations are subject to change by the Board of Directors of the American Morgan Horse Association, at any time without notice.

RULE 14 - VIOLATIONS

- A. No person shall refuse any reasonable request by the Registry for assistance in locating, identifying, inspecting, examining, or obtaining information concerning any Registry matter.
- B. No person shall alter an official Registration Certificate, or issue, sell, exchange, give, or offer any false or fraudulent Registration Certificate representing it as a genuine Registration Certificate
- C. No person shall furnish information to the Registry for the purpose of any official action which is not true and correct to the best of that person(s) knowledge.
- D. No person shall conspire with one or more persons to violate any by-law of the Association or rule or regulation of the Registry, or knowingly contribute to any such violation.
- E. If anyone knowingly makes a false or fraudulent statement in order to enter an animal, the entry will be expunged and the maker will be barred from making entries in the future. All attempts at fraud will be exposed when detected. [See Rule 1 Section 3]

RULE 15--INDEMNIFICATION

Any person or entity that provides false or misleading information to the Association in connection with the association's maintenance of the Registry shall indemnify and hold harmless the Association, and its officers, directors, and employees, from and against any and all costs, expenses, claims, lawsuits, or other liability, including, without limitation, attorneys fees, incurred by or asserted against the Association, or its officers, directors, or employees, in connection with the false or misleading information provided. This obligation to indemnify and hold harmless shall include, without limitation, all expenses incurred by the Association, including attorney's fees, in conducting any investigation, holding any internal hearings, or correcting the information contained in the Registry.

RULE 16-RESOLUTION OF DISPUTES

The resolution of any dispute related to or arising in any way out of the maintenance of the Registry shall be subject to the following rules to the extent permitted by applicable law.

- A. Any person or entity submitting any application for registration or transfer, providing information to the Registry pursuant to these Rules and Regulations, or otherwise accepting the benefits of registration with the Registry submits himself or herself to the jurisdiction of the courts of the State of Vermont and the United States District Court for the District of Vermont and waives any objection or defense that such courts do not have jurisdiction. Unless the Association agrees otherwise, the sole venue for any lawsuit shall be in the courts of the State of Vermont or in the United States District Court for the District of Vermont, and such person or entity waives any right to file a lawsuit in any other court and waives any objection or defense that such courts are an inconvenient forum. Unless the Association agrees otherwise, any administrative proceedings or arbitration proceedings shall take place in the State of Vermont.
- B. In any such litigation or administrative proceedings, including arbitration proceedings, the prevailing party shall be entitled to an award of all reasonable costs incurred, including, without limitation, reasonable attorney's fees.

The foregoing rules have been outlined in codified form for your convenient reference. When applying for registration or transfer of a Morgan horse, the official forms must be used. These forms are available from The American Morgan Horse Association. Guidance in completing the forms is available by directing correspondence to the Association office. Inquiries for specific details or clarifications are welcome.

Rules For Hearings and Appeals

I. Purpose. These rules are intended as an aid to the preservation of the integrity of the records of the Association and of the relationships among the Association, its members and other persons who enjoy its benefits and privileges. They are designed to recognize rights to justice and due process and the desirability of the orderly and expeditious conduct of hearings and appeals.

II. Integrity of Persons. Any person who violates the Rules and Regulations, or impairs the reliability of the records of the Association, or who deceives or wrongs the Association or another person in any matter in which the Association has any interest may, if he is a member, be censured, suspended or expelled, or, if he is not a

member, be denied any or all of the privileges of the Association after notice and an opportunity to be heard as hereinafter provided.

III. Integrity of Records. If any doubt arises as to the propriety of the registration or transfer of an animal, the proceedings or records of the Association with respect to such animal and its descendants may be suspended by the Executive Director. The Board of Directors, after notice and opportunity to be heard as hereinafter provided, may expunge or alter any existing registration or transfer found to be improper, or take such other steps as the nature of the case may in their judgment require. After May 6, 1995, in spite of any provisions of the Rules and Regulations or these Rules for Hearings and Appeals to the contrary, no registration of any animal registered as set forth in the records of the Association in effect on December 31, 1991 shall be expunged for any reason without the consent of all persons interested as a matter of record. However, any such registration may be modified to reflect accurately the parentage of the registered animal. Upon such modification, any existing certificate shall be surrendered and replaced with a certificate reflecting the modification.

IV. Notice. Notices shall be given in writing by the Executive Director, shall specify the alleged cause for the censure, suspension, or expulsion of a member or for the denial of privileges to a person not a member and the alleged doubt as to the propriety of the registration or transfer of an animal, and inform the member or person not a member concerned and any person appearing from the records of the Association to have an interest in the registration or transfer of the time and place and the body before which a hearing on the matter will be held. Such notices shall be sufficient if mailed, first class, certified postage prepaid to the person entitled to notice at his address as known to the Executive Director at least thirty days before the day of the hearing.

V. Hearings. Hearings shall be conducted by a committee of three persons, one of whom shall be designated the presiding officer, appointed for the purpose by the President of the Association. Each such appointee shall be a Director, Past Director or Director Emeritus. In all hearings the following shall apply:

5.1.1 Any person interested may appear in person or by counsel and may offer testimony and other evidence and produce witnesses.

5.1.2 All oral testimony, documents, affidavits, and physical exhibits that are relevant material and have probative force, not being unduly repetitious, shall be admissible. Witnesses need not be sworn.

5.1.3 The proponent of a finding that a member has conducted himself so as to deserve censure, probation, suspension or expulsion or that a person not a member should be denied any privilege of the Association and of any factual proposition, shall have the burden of proof thereof by a preponderance of the credible evidence.

5.1.4 The presiding officer of the hearing committee may, subject to review by the committee, rule on all motions, objections, and other questions from the initiation of proceedings until an appeal, if any, is taken from the decision of the committee. After an appeal is taken, the Director who will preside at the hearings of the appeal may so rule, subject to review by the Board of Directors.

5.1.5 As promptly as reasonable and practicable after the conclusion of the hearing, the hearing committee shall decide the matter, which decision, with its findings in support thereof, shall be reduced to writing. A copy of the decision shall be sent by the Executive Director to each person who was entitled to written notice of the hearing in the manner provided for the giving of such notice. The Executive Director shall also cause notice to be published in an official Association publication.

VI. Appeals. Any interested person aggrieved by the decision of a hearing committee may, by a notice in writing signed by him and received by the Executive Director at the principal office of the Association not more than thirty days after a copy of the decision has been sent to such person, appeal such decision to the Board of Directors. In all appeals the following shall apply:

6.1.1 The Executive Director shall transmit to the Board of Directors the record of the proceedings before the hearing committee, including its decision thereon.

6.1.2 At the direction of the Director who will preside over the hearing of an appeal, the Executive Director shall give notice in writing in the manner provided for the giving of notice of a hearing to each person having an interest in the appeal, which notice shall specify the time, not sooner than thirty days after the giving of such notice, and the place where the Board of Directors will hear the appeal.

6.1.3 Any person having an interest in the appeal may appear in person or by counsel, but no testimony shall be given and no evidence shall be submitted. The decision of the Board of Directors on the appeal shall be based solely upon a review of the record of the proceedings before the hearing committee and consideration of the arguments of persons entitled to notice of the appeal.

6.1.4 No member of the hearing committee shall vote or preside at any hearing of an appeal from a decision of the committee, but any such member may otherwise participate therein.

6.1.5 As promptly as reasonable and practicable after the conclusion of the hearing on the appeal, the Board of Directors shall decide the matter as right and justice require, with power and discretion to affirm, reverse, or revise, making more or less severe, the decision of the hearing committee or to order a rehearing of the matter. The decision of the Board of Directors shall be in writing, and the Executive Director shall promptly send a copy thereof to each person having an interest in the appeal in the manner provided for the giving of notice of the hearing of the appeal.

VII. General

7.1.1 Every decision of a hearing committee shall stand as the decision of the Board of Directors until reversed or revised or otherwise ordered by the Board of Directors.

7.1.2 Counsel in support of allegations that a member should be censured, suspended, or expelled, or that a person not a member should be denied any privileges of the Association, or that an application for, or an existing registration or transfer should be denied or expunged or altered, shall not advise or represent a hearing committee or the Board of Directors in such matter.

7.1.3 The sole official record of proceedings before a hearing committee or the Board of Directors shall be that produced in a manner approved by the Board of Directors. Copies of the record shall be made available to any person having an interest in the proceedings upon payment to the Association, in advance, of the reasonable cost thereof.

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