Owners

How to create a new Ownership with a new person

You need to create a new Ownership for a horse but the person does not have a FEI ID number?

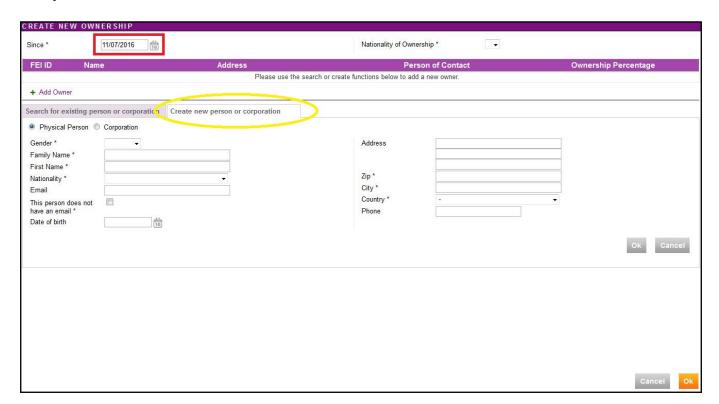
The person is only an Owner? You can create this Owner directly on the horse' profile page when creating the new Ownership.

Step 1: You access the Horse's FEI ID page and you scroll down to the **Ownerships** section.

You can click on **New Ownership** and the **CREATE NEW OWNERSHIP** window will open.

Step 2: You enter the **Since** date - this is the date since which this Owner has owned the horse.

You select the tab **Create new person or corporation** to add an Owner that does not yet exist on the FEI Database.



Step 3: You enter the full details for the new Owner and then click **OK**.

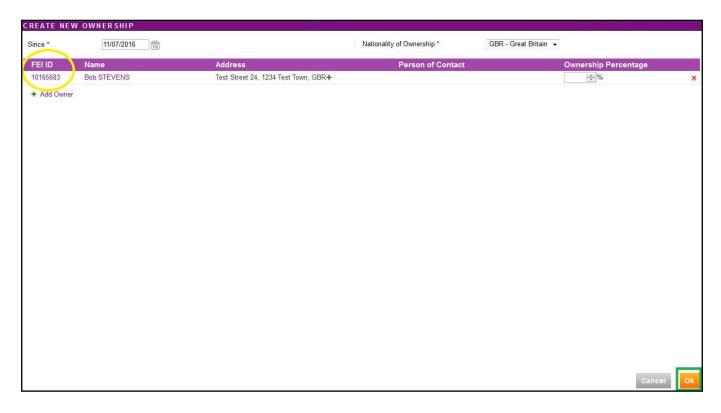
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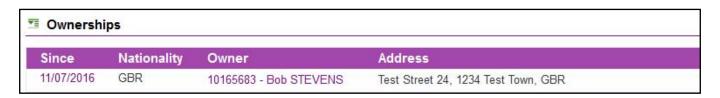
Step 4: The new Owner is added to the Ownership, a FEI ID is created for the new Owner and the nationality is automatically selected.

There is the possibility of entering the **Ownership Percentage** if you wish, this is **optional** and is available for National Federations who wish to use this function.

Clicking **OK** will then confirm this Ownership and add it to the Horse's FEI ID profile page.



The Ownership is then added to the horse' profile.



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Step 5: If the horse has a FEI document, you must **download the printable stickers** for the action you just made and upload the necessary scans to the FEI Database.

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