How to create a multi-owner Ownership

More than one person is the Owner of a Horse?

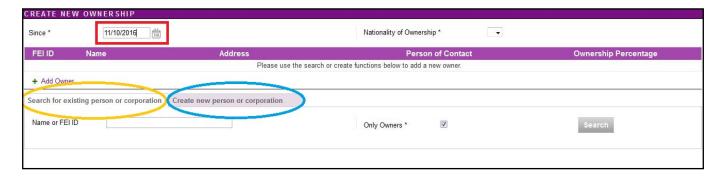
There are several Owners, or even a Corporation and an individual Owner? You can create an Ownership with several individual Owners as well as manage the Ownership percentages if you wish.

Step 1: You are on the horse's FEI ID profile and you scroll down to the **Ownerships** section. You click on **New Ownership** and the **CREATE NEW OWNERSHIP** window will open.

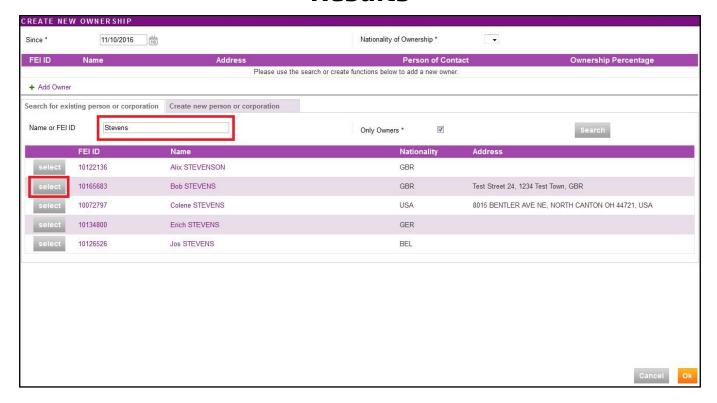
Step 2: You enter the **Since** date - this is the date since which this Owner has owned the horse.

You then select under which tab you will enter the Owner:

- Search for existing person or corporation
- Create new person or corporation



Step 3: You search for the first Owner you wish to add to this Ownership and click **Select** next to the corresponding person.



Step 4: You can see that the selected Owner has been added to the Ownership,

you can now click on **Add Owner** to add the second Owner to this Ownership:

Step 5: You can search again for a second Owner, or Create a new Person or coporation as the second Owner. Once you have found the correct person you click on **SELECT** or validate the new person.



Both Owners are then added to the Ownership. You can repeat this as many times as necessary to add all the Owners for this Ownership.

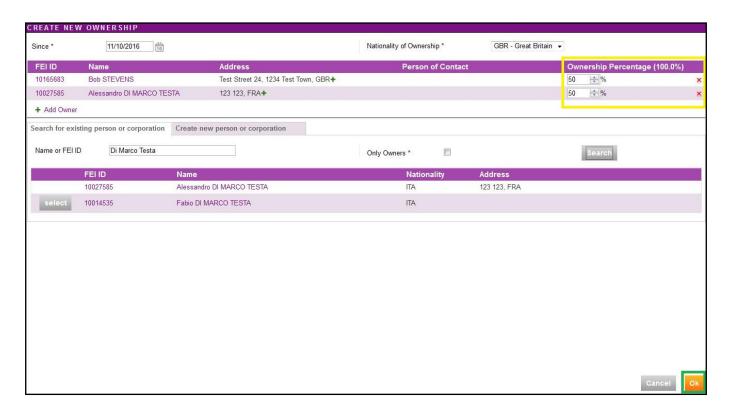
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Step 6: As the two Owners added to this Ownership have different nationalities, the nationality of the Ownership must be chosen from the drop-down list before saving the Ownership.



Step 7: It is possible to add the Ownership Percentage before finalising the Ownership.

This is **OPTIONAL** and the Ownership can be saved and created without entering this information.



You can then click on **OK** to save this new Ownership.

The Ownership is then created on the Horse's profile and visible on the **Ownership** section:

| ™ Ownerships | | | | |
|---------------------|-------------|--------------------------------------|-------------------------------------|-------------|
| Since | Nationality | Owner | Address | % Ownership |
| 11/10/2016 | GBR | 10027585 - Alessandro DI MARCO TESTA | 123 123, FRA | 50.0% |
| | | 10165683 - Bob STEVENS | Test Street 24, 1234 Test Town, GBR | 50.0% |

Step 8: 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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