



CONSIGNMENT CHECKLIST

Due By October 29:

We would like final videos and photos earlier this year so that we can do more advertising on behalf of our consignors on our new website, smart phone app, and Facebook. If you need additional time that is fine, but please get them to me as soon as possible after this date.

Please submit online at this link: <https://form.jotform.com/242905816841158>

- Final Sale Video (**YouTube Link AND mp4 – I need YouTube for the website and mp4 for sale day – please send both**)
- Updated Photo(s) for Marketing (**JPG or PNG only please**)

Due By November 3:

I would like your original papers by this date in order to complete the competition license if necessary, and to make copies of all the papers for the buyer folders. Please send to address below **attention to either Angie Honeywell or Sales so that it gets to the correct person – very important to have marked correctly!!!**

- Original AQHA/APHA Registration Papers with a signed transfer
- Competition License with signed transfer (Digital copy is fine)
- NRBC Certificate (if applicable)(Copy is fine)

Due By November 28:

- RADIOGRAPHS – must be taken between October 16 – November 28 and uploaded directly to Asteris by your veterinarian. (additional info can be found at www.nrha/sales.com)

* Required for ALL yearlings and riding horses (not required for weanlings or breeding stock)

Due To Sale Office on Day of Arrival:

- Original Coggins
- Original Health Papers

*****Hip Numbers will not be given out until all required paperwork is received *****