# Instructions

With approximately 1200 brands registered for use in the Northern Territory (NT) it is vital that all registration details are correct and that all associated information is still current. To ensure this is so, a NT wide audit of brands is carried out every five to eight year.

The purpose of the audit is to ensure the NT Brands are being used in compliance with the NT Brands Register. For example the registered owner details are accurate, the registered brand is being used on the correct property/run as stated in the NT Brands Register and as stated on your Certificate of Registration etc.

That the registered brand owner is:

* Aware of their obligations under the *Livestock Act* and Livestock Regulations*;* and
* Comply with the *Livestock Act* and Livestock Regulations

As an owner of an NT Brand, it is your responsibility to ensure your details are correct, otherwise you risk having your brand cancelled if there is no reply to correspondence sent.

**Remember owners of brands must give notification to the Registrar in the following events**:

|  |  |
| --- | --- |
| * Change of Run/Property (brand no longer being used on the property stated on the Branding Certificated / Registered Run.
* Change branding position/s required
* Cancel Brand (no longer being used)
 | * Change of name by marriage
* Notification of death
* Transfer Brand to a new owner
* Change of postal address / contact details.
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If the Registrar does not receive a reply within 60 days of this notice (form) the brand may be cancelled under Livestock Regulations Section 14(1)(f)(g) and 14(3)*.*

Please ensure you complete the attached Audit form carefully, sign and date, then return for processing.

Please check the details on your actual Certificate/s of Registration or in the **NT Brands Directory** – located on our website <https://nt.gov.au/industry/agriculture/livestock/brand-and-identify-livestock/nt-brands-register-and-directories>

NT Brands directory – is sorted in alphabetical order by: [**Owner**](http://www.nt.gov.au/d/Primary_Industry/Content/File/biosecurity/Brands/NTBrandsDirectory_SortedByOwner.pdf) **|** [**Property**](http://www.nt.gov.au/d/Primary_Industry/Content/File/biosecurity/Brands/NTBrandsDirectory_SortedByProperty.pdf) **|** [**Three-letter Brand**](http://www.nt.gov.au/d/Primary_Industry/Content/File/biosecurity/Brands/NTBrandsDirectory_SortedByBrand.pdf)

* If you are using your **Brand on a different run** (than where it is registered for use on) you MUST complete the [**Request to Change the Run**](http://www.nt.gov.au/d/Primary_Industry/Content/File/biosecurity/Brands/Brands_Request_ChangeTheRun.pdf) form

If you are **not the Owner of the property/run**, you MUST have the Owner complete the [**Owner's Permission to Use Run**](http://www.nt.gov.au/d/Primary_Industry/Content/File/biosecurity/Brands/Brands_OwnersPermission.pdf) form (to accompany Application for 3 letter Brand or Transfer Brand or Change the Run)

* If the **Registered Owner of Brand has changed** (by marriage, by death, individuals to business/company etc), you MUST complete [**Application for Transfer of Brand**](http://www.nt.gov.au/d/Primary_Industry/Content/File/biosecurity/Brands/Brands_TransferBrand.pdf) form
* If the **Brand is no longer being used or no longer required**, you should complete the [**Application for Cancellation of Brand**](http://www.nt.gov.au/d/Primary_Industry/Content/File/biosecurity/Brands/Brands_CancelBrand.pdf) **-** Please Note: all registered Owners of the Brand must sign this form

All forms are located on our website [www.nt.gov.au/agriculture/livestock](http://www.nt.gov.au/agriculture/livestock)

Note: If any Brand needs to be cancelled, ownership changed, run changed or there are questions concerning the Brand/s, in the first instance, please contact your Livestock Biosecurity Officer for advice and assistance.

|  |  |  |  |
| --- | --- | --- | --- |
| Darwin RLBO - 08 8999 2034LBO – 08 8999 2030 | KatherineRLBO - 08 8973 9767LBO – 08 8973 9765 | Tennant CreekPLBO - 08 8962 4458LBO – 08 8962 4492 | Alice SpringsRLBO – 08 8951 8125 |

Return Audit form via email adele.kluth@nt.gov.au OR post GPO Box 3000, Darwin NT 0801

Website: [www.nt.gov.au/agriculture/livestock](http://www.nt.gov.au/agriculture/livestock)

NT Brands Register Search Database <http://brand.primaryindustry.nt.gov.au/>

# Form

Please check your details on your Certificate/s of Registration and/or in the **NT Brands Directory** (please ✓)**:**

* Is the property listed on your Certificate of Registration and/or in the NT Brands Directory still current? If no longer the property you are using your brand on, then you MUST complete a Request to Change the Run form.
* Are the names of the registered owner/s of the Brand/s still correct or have they changed? (ie by marriage, by death, business or company) If changed, then you MUST complete an Application for Transfer of Brand.

Please remember to discuss all changes or issues with your Regional Livestock Biosecurity Officer first.

All relevant information and forms are located at: <https://nt.gov.au/industry/agriculture/livestock>

**To ensure your NT Brands details are correct, please complete this Audit form and Return to:**

LISA / Brands Clerk - email: adele.kluth@nt.gov.au OR BAW, DPIR, GPO Box 3000, DARWIN NT 0801

## Registered owner/s of Brand - please complete ALL relevant details

Brand registered in the name/s of:

 (As stated on Certificate/s)

 ABN:

Three-Letter Brand: Earmark: Distinctive Numeral/s:

Distinctive (symbol) Brand/s:

Branding Positions: Cattle: Horses:

Brand Registered for Use on:

 (Run/Property where brand used – eg Property Name, NT Portion No., Section No., Hundred of , etc)

I/We have current original Certificates: ❑ Yes | ❑ No **|**  Brands only used on Run/Property it’s registered to
❑ Yes | ❑ No

Postal Address of Owner:

 PO Box or PMB etc Town / City Post Code

Telephone: Fax:

Mobile: Email:

**Audit Completed by Registered Owner/s of Brand**: **Date Audit completed & returned:**

|  |  |  |  |
| --- | --- | --- | --- |
| Print Name |  | Print Name |  |
| If Company (Director etc) |  | If Company(Director etc) |  |
| Signature |  | Signature |  |