



# UNITED STATES DRESSAGE FEDERATION™

## USDF Lease Recording Form

Competition  
Entry No. or  
Bridle No.

**Competition Information** (please print)

Competition Name: _____	Competition Number: _____
Competition Secretary: _____	Competition Date: _____

\*USDF Competition Name of Horse: \_\_\_\_\_ \*USDF Number of Horse: \_\_\_\_\_

**OWNER(S) INFORMATION:**

Name: \_\_\_\_\_

USDF Number: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**LESSEE(S) INFORMATION:**

Name: \_\_\_\_\_

USDF Number: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**This lease recording must contain an end date, name, and address of the lessee and lessor, and signature of the lessee and lessor. If there is no end date stated below, the USDF lease recording will expire with USDF on November 30 of this year.**

End Date: \_\_\_\_\_ Owner(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I hereby certify that the above statements are true and correct and that I have entered into a lease agreement for the above period of time.

Lessee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

State of \_\_\_\_\_

County/Parish of \_\_\_\_\_

Notary Public  
*(Notary, add stamp showing date commission expires)*

**\*Payment Options (\$45)**

- Check – US funds only (make payable to USDF)
- Visa     MasterCard

Card Number \_\_\_\_\_ EXP. DATE \_\_\_\_\_ CVV (3-digit code on back of card) \_\_\_\_\_ Cardholder's Name \_\_\_\_\_

Billing Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_ Cardholder's Signature \_\_\_\_\_

**\* Missing payment will be pursued by USDF if forms are received without the appropriate funds.**

**I certify that I have read and understand the terms and conditions of this USDF Lease Recording Form.**

**\*\*\*SIGNATURES REQUIRED – Application will not be processed without signatures\*\*\***

Signature \_\_\_\_\_ DATE \_\_\_\_\_

Secretary Signature \_\_\_\_\_ DATE \_\_\_\_\_

**A lessee will be recognized as the "owner" for the period of the lease for all USDF membership requirements and for USDF championship and award purposes.**

***How do I record a lease with USDF?***

- Leased horses may be recorded with USDF in the name of the lessee. A notarized Lease Recording Form and appropriate fees must be submitted to USDF. The lessee will be recognized as "owner" for all USDF membership requirements for the period of the lease recording.
- The lease recording fee of \$45 is required for each new lease recorded with USDF. If the horse is being registered at the same time, the \$45 lease recording fee is in addition to any registration fees for the horse.
- The effective date of the lease recording is the date that this form and fees are received by USDF, or the date the appropriate application and fees are accepted by the competition secretary. If the application is submitted with incomplete information, signatures, and/or fees, the horse registration will not become effective until the information, signatures, and/or fees are received in the USDF office.

***How do I renew or terminate a lease with USDF?***

- A lease recording can be renewed free of charge if received by USDF prior to the lease expiration date, by submitting a recording form with updated information, signed by both the lessee and lessor. Otherwise, the recording fee of \$45 applies. The new effective date will be the date the updated recording form and fees are received.
- A written statement of termination must be submitted and signed by the lessor and lessee if the lease is terminated before the end date stated on the Lease Recording Form.

***Important Information***

- USDF horse registration must be in the name of the current owner or lessee.
- Horses must be exhibited in the name of the current owner or lessee. If a lease is on file with USDF, the horse must be exhibited in the name of the lessee.
- For scores to count toward Adequan®/USDF Year-End Awards or qualifying scores to count for any Great American Insurance Group/USDF Regional Dressage Championships, the notarized Lease Recording Form and fees must be received by USDF on or before the first day of any competition where qualifying scores are earned.
- USDF does not accept agent signatures.
- USDF allows a minor to be the recorded owner or lessee of a USDF registered horse.
- Horses with a USDF LHR are eligible for Adequan®/USDF Year-End Awards and to qualify for Great American Insurance Group/USDF Regional Dressage Championships. The horse must have a USDF LHR at the time the scores are earned.
- To be eligible for Adequan®/USDF All-Breeds Awards, Adequan®/USDF Year-End Awards, and Great American Insurance Group/USDF Regional Dressage Championships, the owner and the rider must have a USDF Participating Membership (PM) at the time the scores are earned.
- Verification of USDF horse registration for use at any USEF-licensed/USDF-recognized show is available on the USDF website at [www.usdf.org](http://www.usdf.org).
- USDF is not responsible for late, delayed, or misdirected mail. USDF may require fees for replacement certificates when errors are reported after 45 days or non-receipt of certificate is reported after 60 days.

***Breed Association/Registration Papers:***

To be eligible for the Adequan®/USDF All-Breeds Awards, a copy of the horse's breed/performance registry papers, a completed All-Breeds Awards Declaration Form (available on USDF website under awards), and \$45 declaration fee must be received by USDF by August 1st of the current competition year. The horse must have a USDF Lifetime Horse Registration at the time the scores are earned. Members should contact the breed/performance registry for additional requirements. *Questions regarding the Adequan®/USDF All-Breeds Awards and the declaration process can be directed to the USDF Competitions Department at (859) 971-2277, or via e-mail at [horsedeclarations@usdf.org](mailto:horsedeclarations@usdf.org).*