



Important Notice

To: All State Vet Offices, Meat Board NCA Offices, Related Agricultural Organizations and Relevant Stakeholders.

The Meat Board, Stock Brands Office requires the following documents for successful completion of stock brands transactions. The documents required are for the purpose of administrative control and management, as well as to ensure that the Meat Board Stock Brand office is not held legally as well as financially liable due to fraudulent activities that may arise from the issuing of brands to clients.

Herewith are the requirements for stock brand transactions:

New Brand Registration

- **Commercial/Resettlement**
 - Copy of ID and completed application form, with applicable fee payable
 - Note: A lease agreement is needed for linking to an establishment, **linking is only done by the Directorate of Veterinary Services; no linking is done at Meat Board.**
- **Communal – NCA**
 - Copy of ID and completed application form, with applicable fee payable
 - Traditional Authority Letter is needed for linking to a farming area, **no linking is done at Meat Board**
- **Communal South of the VCF**
 - Copy of ID and completed application form with applicable fee payable
 - A traditional authority letter confirming that you are resident and farming at the designated area (letter from the respective traditional authority)
 - A Traditional Authority letter is needed for linking to a farming area, **no linking is done at Meat Board**
- **Urban Camps and Municipal Ground**
 - Copy of ID and completed application form, with applicable payable fee
 - Letter of consent/confirmation from the local authority or councillor office
 - Note: Letter of consent/confirmation from the local authority or councillor office is also needed for linking to the farming unit; **no linking is done at Meat Board**

Duplicate Brand card/certificate

- Copy of ID of owner (**no duplicate card/certificate will be issued in the absence of the owner or on behalf of the owner, without prior authorisation**)
- A completed duplicate document application and Copy of ID, with applicable fee,
- If a client want a duplicate card to add their producer number, a valid producer certificate copy must be attached

Transfer of Stock Brand

- Copy of ID of applicant/new owner, completed form and applicable payable fee
- Original Brand Card and Certificate of previous/current owner
- Police declaration/sworn statement under oath by the current owner indicating intentions to transfer the brand to the new owner

In case the current/previous owner is deceased

- Copy of death certificate
- Letter of Executor of the late Estate indicating the new owner/applicant for the brand (obtainable from the Master of the High Court)
- Ensure that all outstanding movement permits and restrictions on the brand have been cleared (the transfer will not be approved or successful if there any restrictions or/and outstanding movement permits)
- Provide proof that all stakeholders involved or using the brand mark have been issued with their herd of cattle and the cattle are no more under the said brand to be transferred except the herd to be acquired by the new owner/applicant
- **NOTE: The stock brands office does not solve internal business partnership or family inheritance issues, but only administers the transfer of brands based on documents required and provided.**

We trust your office will implement and circulate the information for the ease of administration and access of services to the farming community

Yours in service,

The Meat Board, FAN Meat Office

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