

## **AQHA REQUIREMENTS FOR HORSE PHOTOGRAPHS**

When Members are required to send in an Affidavit for Duplicate Certificate or a Replacement Certificate form to AQHA they will need to send photographs of their horse for identification purposes.

We ask that you keep a few things in mind when supplying photographs to make them acceptable for record purposes.

Please take this information as a guide and do contact us with any queries.

- 1) You will need to supply a minimum of four clear colour photographs:
  - a) full length of the front of the horse
  - b) full length of the back of the horse
  - c) full shot of horses off side
  - d) full shot of horses near side
  
- 2) Acceptable format for photographs:
  - a) Colour Prints (preferred)
  - b) Colour Emails are acceptable as long as the photos are clearly identified. JPGS are fine, of a reasonable (not huge) resolution
  
- 3) Label requirements:
  - a) Please put your Member Number as well as the name of your horse on the prints or include these details with email
  
- 4) Additional Paper Work:
  - a) Paper clip the photographs to either the Affidavit for Duplicate or Replacement Certificate form
  
- 5) Make Sure the Photographs are current:
  - a) Please send the most recent photographs possible, certainly no older than 6 months or so

Note: The most important thing is that you send 4 clear, colour, unobstructed photographs of your horse as stated above. Include the ears at the top and the hooves at the bottom, this ensures all markings are included. If you wish to send additional close up photographs of brands or markings that is fine.

A couple of photographic tips:

- Have someone help you by holding the horses lead rope if need be
- Check your focus
- Preferable to use natural light
- Fit the whole horse into your lens view
- Take the shot as close as possible without losing heads or feet, use the zoom where necessary.

Please be assured that photographs you send in are for AQHA office use only, they will be filed along with your other relevant records. Let us know if you require your shots returned otherwise they will be kept on file at AQHA for future reference.