

PROCEDURE FOR REGISTRATION OF AN ANIMAL IDENTIFICATION MARK

- Section 1 and 2: Complete full names and surname on the application form.
- Section 3: Ensure your identity number is written down correctly on the application form.
- Section 4 & 5 are only applicable to owners of a company who wish to have the animal identification mark be registered in the name of the company.
- Section 6: The street address refers to the address where the animals are being kept. The postal address must be a working address where the certificate can be posted to. Please note that if the incorrect address is supplied, payment would need to be made again.
- Section 7: The name of farm refers to the property where the animals are kept (can also be the name of the village)
- Section 8: The Magisterial district refers to the nearest court to your animals.
- Section 9: The province refers to the province in which the animals are kept.

Further Information

- The application and proof of payment must be sent together.
- Applications may be posted, emailed or brought in personally.
- Please note that only email address for applications is: **animalid@dalrrd.gov.za**
- The mark is allocated using an automated system.
- Please note that it takes 30 workdays (under normal circumstances) for processing within the Department.
- After the certificate is finalized, it will be posted back to you.
- No certificates will be emailed.
- Applications are processed on a first come first serve basis. No exceptions will be made.
- Local farming co-ops sell equipment. (For example, BKB)
- As soon as the certificate has been received, animals must be marked immediately.
- When making an enquiry about an Animal Identification mark, kindly use your identity number as a reference unless the application was done under a company or trust, then please use the name of the company and the registered number.
- Please enquire after 30 workdays.
- If no certificate has been received after 3 months, please do a follow up enquiry.
- If visiting the AIDA office, please make sure to bring along the hard copies of the application and proof of payment.
- Walk in clients will be assisted between 08:00 – 15:00 from Monday to Friday.
- Please note that the AIDA office is not open on weekends or public holidays.

This form is valid from 1 April 2024 until 31 March 2025



agriculture, land reform
& rural development

Department:
Agriculture, Land Reform and Rural Development
REPUBLIC OF SOUTH AFRICA

FILING NO.:

APPLICATION FOR REGISTRATION OF AN IDENTIFICATION MARK

ANIMAL IDENTIFICATION ACT, 2002 (ACT NO. 6 OF 2002)

Agric Place
20 Steve Biko Road
Arcadia
Pretoria

FOR OFFICE USE ONLY

The Registrar of Animal Identification
Private Bag X 138
PRETORIA
0001

Tel.: (012) 319-7449 / 319-7637 / 319-7611 / 319-7431
<https://www.dalrrd.gov.za/index.php/services>

APPLICATION MUST BE ACCOMPANIED BY A COPY OF YOUR ID DOCUMENT PROOF OF POSTAL ADDRESS (NOT OLDER THAN 3 MONTHS). ID NUMBER or COMPANY NUMBER MUST BE QUOTED WHEN MAKING AN ENQUIRY. **THIS FORM IS VALID FROM 1 APRIL 2024 – 31 MARCH 2025**

FULL PARTICULARS OF APPLICANT

1. First names (complete)																				
2. Surname																				
3. Identity number																				
4. Registration number, of company / closed corporation / trust. (Y)_____																				
5. Name of company / closed corporation / Trust / Partnership (only if you are the owner of the company and want the brandmark to be registered in the name of the company. Otherwise leave nr 4 and 5 empty)																				
6. Address where the animals are kept											Postal Address									
Postal code										Postal code										
7. Name of farm / village																				
8. Magisterial District																				
9. Province																				
10. Telephone number																				
11. Email address																				
12. Own signature of client											DATE MONTH YEAR									

FEES PAYABLE: **R200** DALRRD (Department of Agriculture, Land Reform and Rural Development)

- Standard Bank / Branch: Arcadia / Branch Number: 010845 / Account Number: 011252871
- The applicants **ID number or Registration Number** (in case of company/cc/trust) should be written in the **reference space** on the deposit slip. Without the reference the application cannot be finalized. The Deposit slip must accompany the application form. This application will be finalized after 30 workdays. Fees increase annually on 1 April.

Email: animalid@dalrrd.gov.za (confirm 012 319 7637)