



February 4, 2009

## NEWS RELEASE

### How to complete the new livestock manifest

CALGARY – The Alberta livestock manifest has been updated as a result of the *Livestock Identification and Commerce Act (LICA)* coming into force on January 1, 2009. The following changes have been made to the livestock manifest:

- The new livestock manifest is divided into seven parts (A, B, C, D, E, F and G). Parts B, C, D, E and G capture the same information that is recorded on the old livestock manifest.
- Part A (Purpose of the Manifest) and Part F (Livestock Security Interest Declaration) are new.
- Producers transporting or driving livestock must indicate whether they are using the manifest for “transport only” or for “transport for sale”. If the livestock is transported for sale, the manifest must indicate whether the livestock is being transported by the owner of the livestock or by a livestock dealer on behalf of the owner.
- The livestock security interest declaration is now mandatory but only if the livestock is transported for sale. If the manifest is used for “transport only”, Part F does not have to be completed.
- The new Alberta livestock manifest is only for cattle, horses and sheep.
- A livestock manifest is not required to transport horses within Alberta unless they are being transported for sale or slaughter or to an inspection site (feedlot, abattoir, auction market or country sale).

The livestock security interest declaration must be completed by the owner of the livestock (cattle, horses and sheep) and provided to the person who owes the seller the sale proceeds. The owner of the livestock can also provide the security interest declaration by separate declaration and this can be noted on Part A of the manifest. If there is a livestock security interest in the livestock or the dam of the livestock being sold, the sale proceeds are required to be paid as follows:

- for livestock security interests held by a feeder association (under the *Feeder Association Guarantee Act R.S.A. 2000 c. F-11*) – to the feeder association on account of the member;
- for livestock security interests held by a private lender (i.e. FCC Alliance Partner, Viterra, breeder co-operatives) - to the private lender on account of the borrower; and
- for livestock security interests held by a financial institution (i.e. bank, credit union, ATB etc) with whom the seller has a deposit account – to the financial institution and the owner of the livestock.

Please review the enclosed attachment for instructions as to how to complete the new Livestock Manifest.

The new livestock manifest books are available at auction markets across Alberta. The new livestock manifest will be made mandatory as of March 31, 2009. Existing manifest booklets can be used until that time.

# How to Complete the **New** Alberta Livestock Manifest

Effective January 1, 2009



## Part A - Purpose of Manifest

- Livestock manifests can be used for transport only or for transport for sale.
- The box for "Transport Only" or one of the boxes for "Transport for Sale" must be checked off.
- If a separate Livestock Security Interest Declaration is being provided, the box on the second row of Part A must be checked off.



## Part B - Transportation and Sale Details

- Livestock can only be transported in the name of the owner of the livestock or a livestock dealer acting on behalf of the owner.
- Feeder Association Livestock are to be transported in the name of the feeder association on account of the member.
- Parts A and B of the livestock manifest may be completed by the owner or the owner's agent.
- If the destination changes, the new destination must be recorded on all copies of the livestock manifest.



## Part C - Parts A and B Certification

- Part C must be signed by the owner of the livestock if the livestock manifest does not direct payment solely to the owner of the livestock. However, a livestock dealer acting on behalf of the owner may sign Part C. If the livestock manifest directs payment to that livestock dealer.
- The feeder association member is an owner for the purpose of signing Part C.
- Parts A, B and C must be completed before the livestock is transported.
- The "Head Office" (white), "Livestock Inspector" (blue), "Transporter" (green) and "Destination" (white) copies of the livestock manifest must accompany the livestock to their destination.

Copies of the livestock manifest have to be retained by the owner of the livestock, the livestock dealer, the transporter and the destination for 10 years.

## Part A - Purpose of Manifest

Transport Only     Transport for Sale by  Owner     Dealer on Behalf of Owner

Check if Livestock Security Interest Declaration is by Separate Document

## Part B - Transportation and Sale Details

Pen or Lot Number \_\_\_\_\_ Date 2009/01/01

Owner or Dealer Name (Print Clearly & Press Hard) \_\_\_\_\_ Phone # 403-222-3333  
 Owner or Dealer Address Box 123, Aquino, Alberta, T1A 1A1

On Account of \_\_\_\_\_  
 Pay To (if Other Than Owner) \_\_\_\_\_ Address \_\_\_\_\_

Transport From Address Swanton, Alberta Premises ID \_\_\_\_\_  
 Transport To Name Alberta Auction Market  
 Transport To Address Swanton, Alberta

Description of Livestock						
Number	Colour	Kind	Brand(s) / Identifier(s)	Loc.	AV	Other Information
4	RWF	Cow	A-A	RR	M	
10	MIX	Cubby	NVB		Y	
					SN	
					SN	
					SN	
					SN	
Total						

## Part C - Parts A and B Certification

I CERTIFY THAT PARTS "A" AND "B" ARE TRUE  
 John Smith (Owner or (if Permitted) Owner's Agent)

## Part D - Inspector

Alt Title \_\_\_\_\_ Inspector Signature \_\_\_\_\_ Inspector # \_\_\_\_\_ Client # \_\_\_\_\_

Inspection Site # \_\_\_\_\_ Assur. Fund # \_\_\_\_\_ Check-off # Eligible \_\_\_\_\_ Livestock Permits # \_\_\_\_\_

## Part E - Transporter

Transporter's Name (Print) Agri Trucking Company Transporter's License # AAA-123  
 Transporter's Signature Bob Doe Phone # \_\_\_\_\_ Trucking Charges \$400.00

## Part F - Livestock Security Interest Declaration (If Sale by Owner)

Check if Livestock Security Interest Declaration is by Separate Document   
 Alberta Livestock Security Interest Declaration 123-4 Street SE Calgary, Alberta T2T 3T3  
 I CERTIFY THAT THIS DECLARATION IS TRUE Date 2009/01/01  
 John Smith (Owner)

## Part G - Destination

Date and Time Received 2009/01/01 11:00 AM Count 14 Picked in Pen # 123  
 Received and Counted By: (Print Name) / Signature \_\_\_\_\_ Premises ID AB11AVQT  
SA Taylor

## Part E - Transporter

- The person transporting the livestock must complete Part E, provide the "Head Office", "Livestock Inspector" and "Destination" copies of the livestock manifest to the person receiving the livestock at the destination and retain the "Transporter" copy.

## Part F - Livestock Security Interest Declaration

- When livestock is transported for sale, the owner must complete, sign and date Part F unless the owner provides a completed livestock security interest declaration by a separate form.
- If the livestock is transported for sale by a livestock dealer on behalf of the owner, Part F is not completed as the owner is required to provide the declaration to the livestock dealer.
- If there is a livestock security interest in the livestock or the dam of the livestock, the sale proceeds are required to be paid to the owner and the holder of the livestock security interest. The sale proceeds are then used to pay off the loan secured by the livestock.

## Part G - Destination

- The person receiving the livestock must complete Part G of the livestock manifest.
- If the livestock is required to be inspected at the destination, the "Head Office", "Livestock Inspector" and "Destination" copies of the livestock manifest are to be provided to the livestock inspector.

For more information:



403-509-2088  
866-509-2088  
www.lis-alberta.com

Ag Info Centre Toll-free at 310-FARM

www.agric.gov.ab.ca



For more information regarding LICA and the new manifests, you can contact the LIS Head Office by phone at 403-509-2088 or toll free at 866-509-2088. Information will also be made available on the LIS website at [www.lis-alberta.com](http://www.lis-alberta.com).