



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.

<b>Part A - Purpose of Manifest</b>						
<input type="checkbox"/> Transport Only	<input checked="" type="checkbox"/> Transport for Sale by <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Dealer on Behalf of Owner					
Check if Livestock Security Interest Declaration is by Separate Document <input type="checkbox"/>						
<b>Part B - Transportation and Sale Details</b>						
Part or Lot Number	Date 2009/01/01					
Owner or Dealer Name (Print Clearly & Press Hard)	Phone #					
John Smith	403-222-3333					
Owner or Dealer Address						
Box 123 Redwood, Alberta T1A 1A1						
On Account of						
Pay To (if Other Than Owner)	Address					
Transport From Address	Premises ID					
Comedian, Alberta						
Transport To Name						
Alberta Auction Market						
Transport To Address						
Calgary, Alberta						
<b>Description of Livestock</b>						
Number	Colour	Kind	Brand(s) / Identifiers	Loc.	AV	Other Information
4	RWF	Cow	A-A	RR	N	
10	MIX	Cow	NVB		Y	
					Y/N	
					Y/N	
					Y/N	
					Y/N	
<b>Total</b>		<b>Part C - Parts A and B Certification</b>				
14		I CERTIFY THAT PARTS "A" AND "B" ARE TRUE				
14		John Smith (if Owner or (if Permitted) Owner's Agent)				
<b>Part D - Inspector</b>						
Add Total		Inspector Signature	Inspector #	Client #		
Inspection Site #	Assur. Fund #	Check-off #	Livestock Permit #			
	Eligible	Eligible				
<b>Part E - Transporter</b>						
Transporter's Name (Print)		Trucking Charges		Licence #		
Alpha Trucking Company		\$400.00		AAA-123		
Transporter's Signature		Phone #				
Bob Doe						
<b>Part F - Livestock Security Interest Declaration (If Sale by Owner)</b>						
I hereby declare that I am the owner of the above described Livestock						
Alberta Banking Company 123-4 Street SE Calgary, Alberta T2T 3T3						
I CERTIFY THAT THIS DECLARATION IS TRUE						
X John Smith (if Owner)		Date 2009/01/01				
<b>Part G - Destination</b>						
Date and Time Received		Count	Placed in Pen #			
2009/01/01 11:00 AM		14	123			
Received and Counted By: (Print Name) / Signature		Premises ID				
Cue Taylor / CA Taylor		AB1111YQT				

**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.agrio.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).