

## Register transfer of ownership

Access path: FastTrack > Log in > My Dogs

- 1. Log in to FastTrack.
- 2. On the blue menu, click My Dogs.



- 3. Click Actions for the greyhound whose ownership you are transferring.
- 4. In the pop-up menu, click Transfer Ownership.



- 5. Read the condition of the transfer.
- 6. Tick the checkbox "I agree." You will now see more fields.

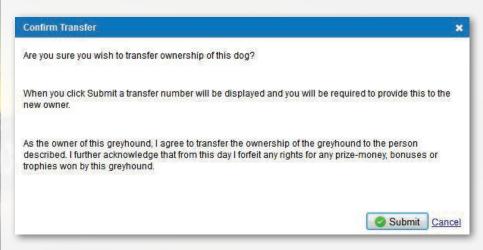


- 7. Enter the First Name and Surname of the new owner. These are compulsory fields.
- If the new owner lives in another state/territory, tick the checkbox "Interstate Transfer" and enter the new owner's address.
- 9. Click **Submit** to initiate the transfer.





## Register transfer of ownership - cont.



10. Click Submit again to confirm.



11. Note down the Transfer Key/Number. You must give this number to the new owner. You may click **Print** in the confirmation window to print out a copy of the Transfer Key on your printer.

You will now see that the greyhound you had registered has (TFR) next to its name. (*Please note, this process can take five to ten minutes to complete*).

To accept the transfer, the new owner must have received the transfer key and greyhound's ear brand from you. You may retrieve the Transfer Key by placing your mouse cursor over the greyhound's name in your **My Dogs** list.

13/03/2013





## Accept transfer of ownership 1

Access path: FastTrack > Log in > My Dogs

To accept the transfer of ownership, you need both the transfer key and the greyhound's ear brand. The Transfer of Ownership Key is only valid for the new owner for 14 days from the date of issue. If the transfer is not completed within 14 days, the original owner is registered as the owner and the Transfer of Ownership Key is void.

To accept the Transfer of Ownership:

- Log in to FastTrack.
- 2. Click My Dogs.



3. At the top of the page, click the **Accept Transfer of Ownership** link.



- 4. Enter the **Transfer of Ownership Key** and the **Ear Brand** of the greyhound.
- 5. Click **Validate**. FastTrack validates the **Transfer of Ownership Key** and the greyhound's **Ear Brand**. If validation fails, check that the correct information was entered. (You may need to verify the details with the seller of the greyhound.)



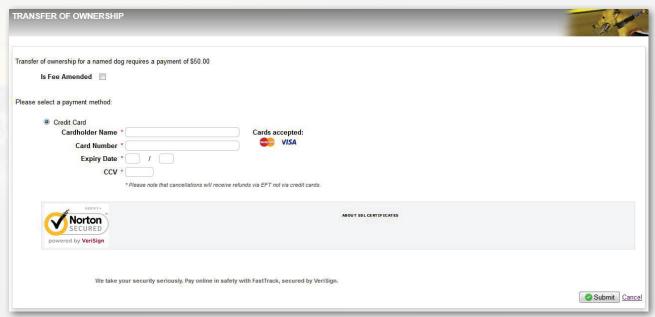
- 6. If the you are a syndicate manager, click one of the **Ownership Options**, then choose the syndicate.
- 7. Click Submit to complete the transfer.





## Accept transfer of ownership 2

8. Enter the payment details and click Submit.



9. Click Continue or View Invoice to see the invoice.



In a few minutes you can see the greyhound's details in your My Dogs page.

08/11/2012

