

PROCEDURE TO APPLY FOR A RE-ISSUE OF A ANIMAL IDENTIFICATION CERTIFICATE

- 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. 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 will not change when applying for a certificate re-issue.
- Please submit a sketch of the existing brandmark
- Please note that it takes 30 workdays (under normal circumstances) for processing within the Department.
- Make sure an email was written clearly and neatly; you will be informed of the outcome via email.
- 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 2025 until 31 March 2026



agriculture

Department:
Agriculture
REPUBLIC OF SOUTH AFRICA

FILING NO.:

APPLICATION FOR **RE-ISSUE** OF AN IDENTIFICATION CERTIFICATE

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

The Registrar of Animal Identification
Private Bag X 138
PRETORIA
0001

Agric Place
20 Steve Biko Road
Arcadia
Pretoria

Sketch of existing brand mark

Tel.: (012) 319-7449 / 319-7637 / 319-7611 / 319-7431

<https://www.dalrrd.gov.za/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 2025 – 31 MARCH 2026**

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																					
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: R210 Payable to: 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 within 30 workdays. Fees increase annually on 1 April.

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