

GUIDE TO REGISTERING A LEASE WITH USHJA

Do you have a signed lease agreement with the USHJA owner of record?

YES



- A Notary is **not** required on the Lease Registration Form with the submission of a copy of the signed lease agreement.
- Signed lease agreement **MUST** have the signature of the USHJA owner of record.
- Submit Lease Registration fee of \$20.00.

NO



- A Notary **is** required for both Lessor and Lessee's signatures on the Lease Registration Form.
- The Lessor signature must match the USHJA owner of record.
- Submit the Lease Registration fee of \$20.00.

Notices Regarding Lease Registration:

- Lease start date is the date the lease is **received in-office**, not the start date on the lease agreement
- Lease Registration must include an end date
- Lessee appears as bona fide owner for duration of lease; at conclusion of the registered lease, the horse returns to USHJA owner's name

Lease Registration Renewal Steps:

- Submit signed document with new end date of lease
- Must have signature of Lessor and Lessee
- Must be in-office before conclusion of lease to avoid lapse
- Original lease offering extension is not accepted

LEASE REGISTRATION FEE \$20.00

HORSE/PONY INFORMATION

Name of Horse: _____ USHJA # _____
Lessor/Owner's Name _____ USHJA Membership # _____
Address _____ City _____ State _____ Zip Code _____
Lessee's Name _____ USHJA Membership # _____
Address _____ City _____ State _____ Zip Code _____
Effective Date of Lease _____ Expiration Date of Lease _____

I HEREBY CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT AND THAT I HAVE ENTERED INTO A LEASE AGREEMENT FOR THE ABOVE PERIOD OF TIME.

LESSOR INFORMATION (Notice: This document must be notarized when being submitted without a signed lease agreement)

Sworn to before me this _____ day of _____ Lessor Signature _____
By _____
State of _____ County/Parish of _____
Notary Public Signature _____
(Notary, please add stamp showing date commission expires)

(Notary, please add stamp showing date commission expires)

LESSOR INFORMATION (Notice: This document must be notarized when being submitted without a signed lease agreement)

Sworn to before me this _____ day of _____ Lessor Signature _____
By _____
State of _____ County/Parish of _____
Notary Public Signature _____
(Notary, please add stamp showing date commission expires)

(Notary, please add stamp showing date commission expires)

UPLOAD DOCUMENT IN MEMBER PORTAL AT USHA.ORG OR MAIL APPLICATION AND PAYMENT TO:

UNITED STATES HUNTER JUMPER ASSOCIATION • 3870 CIGAR LANE • LEXINGTON, KY 40511 • PHONE: (859) 225-6700 • FAX: (859) 258-9033 • USHJA.ORG
For Questions Email: membership@ushja.org

PAYMENT INFORMATION

Payment Type (Check One, **PLEASE DO NOT SEND CASH**): Check # _____ Visa Master Card Discover Card AMEX
(Make Check Payable to: United States Hunter Jumper Association)

Card Number: _____ - _____ - _____ - _____

Exp. Date: ____ / ____ / ____ Billing Zip Code: _____

Card Holder's Name (Print): _____ Card Holder's Signature: _____