

1. The dog, whose keeper changes and the date of the change

Dog´s name	Dog's date of birth
ID code (number of microchip)	Date of the change of keeper

2. Information of the dog's previous keeper

Name	Social security number of business ID

3. Information of the dog's new keeper

I have a non-disclosure for personal safety grated by Digital and Population Data Services Agency (see more information from instructions).

Name	Social security number or business ID
Address	Type of business ID Association
Postal code and city	Private entrepreneur (give also social security number)
Telephone	Municipality Government office or institution
Email	Company e-invoicing address

4. Signatures (the person signing on behalf of the business ID must have authorization to sign

Date and place	
Signature of the previous keeper or their representative	Signature of the new keeper or their representative

Primarily, all changes should be reported to the registry electronically at <u>https://koirarekisteri.ruokavirasto.fi</u>. Change in possession can also be reported using this form. When a dog keeper changes, the new keeper will pay the registration fee for the dog. The registration fee for registrations via e-services is ≤ 10 . You can also register a dog using a form, in which case the registration fee is ≤ 19 .

Registering a dog using a form is done by submitting this form **signed** to the Dog Registry's customer service. Please note that regular email is not secure. If you want to send the form electronically, use the <u>Turvaviesti service</u>.

- email: koirarekisteri@ruokavirasto.fi
- postal address: Dog Registry, Finnish Food Authority, Mustialankatu 3, FI-00790 HELSINKI, FINLAND

A change in dog possession must be reported to the registry within one month. Both the new and the previous dog keeper must report the change within the mentioned time frame. A temporary change of less than three months does not have to be reported.



'Dog keeper' refers to a natural or legal person who owns the dog or is in control of the dog. The keeper may be one person or multiple, jointly liable persons or parties, but only one of the keepers will be responsible for identification and entering the dog's information in the registry. The dog keeper's social security number or Business ID is used as a unique identifier.

INSTRUCTIONS

Dog's information and the date of change in possession

Here, you will report the basic information of the dog whose keeper has changed. You will also report the date on which the possession of the dog is transferred from the previous keeper to the next one.

Information of the dog's previous keeper

Here, you will enter the information of the keeper who hands the dog over. This information has been previously saved in the Dog Registry.

Information of the dog's new keeper

Here, you will enter the information of the dog's new keeper. The dog keeper's social security number or Business ID is used as a unique identifier. For invoicing, you must state the type of business ID, private entrepreneurs must also state the social security number of the responsible person.

Data that is subject to non-disclosure for personal safety is not stored in the dog register. However, please provide your contact address or e-invoice address for invoicing the registration fee.

Signatures

Both parties must sign the form before it can be submitted to the Dog Registry's customer service. If the other party cannot sign the form, it can be signed by an authorized person. The authorization certificate must be submitted to the customer service as an appendix to this form. The person signing on behalf of the business ID must have authorization to sign.