

WTBOA Consignor Checklist for August 20, 2024 Sale

If you have any questions, please contact Susan van Dyke, WTBOA Sales Administration, (253) 288-7896 or e-mail sue@washingtonthoroughbred.com.

- [] **Fri., April 26** – NEW deadline for ALL entries and payment to WTBOA Summer Sale.
- [] **Fri., April 26** – Deadline for Consignor's Authorized Agent Form to be in Sales Office.
- [] **Mon., July 1** – Deadline for stall card waivers to be in Sales Office.
- [] **Wed., July 24** – Deadline for Paddock Session entries to August sale.
- [] **Tues., August 6** – *Deadline for all The Jockey Club Certificates of Registration to be received by (paper document) or digitally assigned (electronic certificate) to the WTBOA Sales Office.
- [] **Tues., August 6** – *Deadline for negative Coggins certificates to WTBOA Sales Office.
Note: If coming from out of state and you require an original Coggins report for shipping, a legible copy of the Coggins must be in the Sales Office by the August 6 date and original Coggins must be handed into the Sales Office upon arrival at sales grounds.
- [] **Tues., August 6** – *Deadline for Colt/Ridgeling status reports to WTBOA Sales Office.
- [] **Wed., August 7** – Earliest date Broodmare/Broodmare Prospect status reports may be done.
Note: Once pregnancy is confirmed, consignor must expedite the service certificate to Sales Office.
- [] **Mon., August 12** – Deadline to submit sale horse photos and videos for WTBOA website, Xcira online bidding platform and Equineline Ipad app. *Note: Photos/videos submitted past this deadline through Saturday, August 17, will be posted at a cost of \$25 per photo/video, unless you are a display advertiser in the e-newsletter or the sales catalog. No photos or videos will be posted online after the August 17 deadline.*
- [] **Thurs., August 15** – Barns open for dropping off equipment.
- [] **Fri.-Sat., August 16-17** – Stalls ready for horse occupancy. Horses arrive.
- [] **Fri.-Sun., August 16-18** – *Original out-of-state brand inspections, where applicable, due in Sales Office upon arrival at sales grounds.
- [] **Sun., August 18, 9 am** – All horses available for viewing (including Paddock session entries). Any horse shown before Sun., August 18, is shown at one's own risk.
- [] **Sun., August 18, 12 noon** – *All Paddock session horse paperwork due in WTBOA Sales Office.
- [] **Sun., August 18** – *Deadline for Broodmare/Broodmare Prospect status reports due in WTBOA Sales Office.
- [] **Mon., August 19, 3 pm** – Deadline for catalog corrections, additions or changes (must be turned into Sales Office).
- [] **Tues., August 20, 12 noon** – Deadline for sale reserves (must be written) to be turned in to Office Manager.
- [] **Tues., August 20, 1 pm** – WTBOA Summer Yearling and Mixed Sale starts.
- [] **Wed., August 21, through 2 pm** – Consignors responsible for care of sales horses.

**** All August document/report deadlines will be strictly enforced with a \$50 penalty for each late document.***