



Select Breeders Southwest, Inc. – Aubrey, TX

Mare Owner Instructions for Ordering Frozen Semen

Dear Mare Owner,

Thank you for choosing to breed your mare using frozen semen stored and distributed by Select Breeders Southwest, Inc. The following are the fees, policies and procedures regarding the distribution of frozen semen. Here is the protocol for ordering frozen semen from Select Breeders Southwest, Inc.:

- 1.) **Finalize breeding contract with stallion owner.** At this time the stallion owner should notify the mare owner of the number of doses/shipments they will be authorized for.
- 2.) **Call SBSW (940-365-2467) to confirm receipt of authorization form from stallion owner.** Once the breeding contract is finalized, the stallion owner/agent will fax a SHIPMENT AUTHORIZATION FORM to our office giving us permission to release the semen to you. **Under no circumstance will SBSW ship semen without written authorization from the stallion or semen owner/agent, nor will we ship an amount of semen different from the stallion owner/agent's instructions.**
- 3.) **Submit Frozen Semen Shipment Request Form.** The mare owner can submit the SHIPMENT REQUEST FORM at anytime. Once it is received, it is put on file until authorization and a ship date are received. To avoid shipping delays, ensure a current phone number, shipping address (no PO Boxes), billing information and the stallion's name are included on the form.
- 4.) **Mare Owner or Vet Clinic calls to request semen shipment.** The mare owner or vet clinic may call in advance or on the day of the shipment (before 1pm CST) to request shipment. All semen is sent via FedEx Priority Overnight. Remember, unlike cooled transported semen, frozen semen can be shipped well in advance of insemination. If frozen semen storage is not available, the frozen semen can be stored in the shipping container during the rental period.

When you fax the form, please ensure that you call us (940-365-2467) to confirm receipt. Please do not email shipment requests or leave a message on our voicemail with information. Our shipment schedule is as follows:

- Shipment requests received by 1pm CST can be shipped the same day. When a request is submitted late we will try our best to accommodate you **IF** at all possible. However, a \$75.00 rush fee will apply.
- Shipments are sent Monday - Thursday
- SBSW will ship semen on Fridays if you are certain you have Saturday delivery in your area. **There is an additional \$15.00 FedEx fee for Saturday Delivery.**

PAYMENT IS DUE AT THE TIME OF SERVICE BY CHECK, VISA, MASTERCARD OR AMEX. We will not ship semen without receiving a check or credit card for the container deposit and distribution fees.

- 5.) **Consult with your veterinarian to see if she/he has any questions regarding breeding your mare with frozen semen.** For successful breeding with frozen semen it is highly recommended that insemination occurs within 12 hours prior to and/or 6 hours following ovulation. A copy of the *SBS Timed Insemination Protocol* for breeding mares with frozen semen will be sent with your shipment. If your veterinarian would like to review the protocol in advance, we will be happy to fax it to you. It is also available on our website (www.SelectBreeders.com) under "Knowledge Library." **SBS is available for consultation with you and your vet should you have any questions.**

IMPORTANT NOTES FOR CANADIAN BREEDERS Please list Select Breeders Southwest, Inc. as the "Exporter/Producer" on the Import Permit. We request that you submit a copy of your breeding contract when you provide us with the Import Permit. In order to avoid delays with your frozen semen shipment we strongly recommend you have the frozen semen shipment sent to a **FedEx Hold For Pick Up** location. Further information on our Canadian Shipment policy and recommendations can be found on our **Frozen Semen Regulations and Recommendations For Shipping to Canada informational forms.**