

Submitting Validation Paperwork and DNA

The County-Level State Validation Committee Chairperson is responsible for sending all required validation materials **postmarked on or before July 8, 2025**, via priority/certified mail, return receipt requested to:

**NEW! PLEASE
READ CAREFULLY!**

Texas Sheep and Goat Validation Program
7887 US HWY 87 North
San Angelo, TX 76901-9714

Please make sure the following tasks are completed BEFORE sending the validation materials to the State Office:

Validation Form

- Each *Validation Form* must include exhibitor contact information and the following signatures:
 - Each potential exhibitor listed on the form
 - Parent/Legal Guardian
 - Supervising CEA/AST
 - Validation Chairperson
 - *If the Validation Chairperson is the Supervising CEA/AST and/or parent/legal guardian of the exhibitor, another committee member should sign for the Chairperson.*
- **Original Validation Forms** should be arranged in alphabetical order by exhibitor(s) last name and binder clipped together in an organized manner. **(Please make copies of the Validation form for families/CEA/AST).**
- **PLEASE ATTACH COPIES OF THE REGISTRATION PAPERS TO THE FAMILY'S VALIDATION FORM!**

Nose Prints

- Nose prints should be arranged in numerical order for any validated sheep. Attach one nose print for each sheep to the corresponding *Validation Form*.

DNA Collection Envelopes

- Each DNA envelope includes the following:
 - Each potential exhibitor's name
 - County name or number
 - Specie (*Mkt lamb/goat, Comm dam/doe, Breeding sheep/goat*)
 - Tag number (*double check that the number matches the number recorded on the Validation Form*)
 - COMPLETE Signatures for the following:
 - One for EACH potential exhibitor
 - Parent/Legal Guardian
 - Supervising CEA/AST
 - Validation Chairperson
 - *If the Validation Chairperson is the Supervising CEA/AST and/or parent/legal guardian of the exhibitor, another committee member should sign for the Chairperson.*
 - DNA envelopes should be arranged in numerical order. Attach DNA envelopes to the corresponding *Validation Form* with the corresponding nose print.
- Ethics Policy Form – NEW FOR 2025-2026
 - One *Ethics Policy Form* MUST be completed for *each potential exhibitor* listed on each *Validation Form*.
 - Be sure that ALL signatures are obtained.

The physical address recorded is where the animals are kept.

- **Ethics Policy Forms** should be arranged alphabetically by exhibitor last name and binder clipped to the **corresponding family validation form** (even if the family has different last names, all Ethics Policies for all members on the validation form should be attached to the family's validation form).
- Ex: John/Smith family validation from, Joe John and Sally Smith's Ethics Policies, Nose prints and DNA

Please use the Validation Checklist on the following page to prepare validation materials before mailing them to the State Sheep and Goat Office in San Angelo. **PLEASE DO NOT STAPLE ANYTHING!**

Checklist for Submitting Validation Materials

*****Please organize validation materials and pack them appropriately for mailing!*** INITIALS ARE NOT ACCEPTED AS SIGNATURES.**

- ☐ **County Validation Committee Form:** Must include a **MINIMUM of FOUR** members on the committee; complete and return with **ALL MEMBERS' INFORMATION AND SIGNATURES.**

Validation Forms:

- ❖ Original *Validation Forms* should be in alphabetical order by EXHIBITOR LAST NAME.
 - **YOU SHOULD MAKE COPIES OF THE VALIDATION FORMS FOR YOUR RECORDS!** We highly recommend that you make copies of your validation materials before you mail them to the State Office.
- ❖ A copy of the Registration Papers (*for registered breeding sheep and goats only*) should be placed behind the *Validation Form*.

**Best practice is to make a copy for exhibitors/families.*

DNA Envelopes and Nose Prints:

- ❖ **PAPER OR BINDER CLIP the following to each exhibitor's *Validation Form*:** **PLEASE DO NOT USE STAPLES!**

DNA Hair Envelopes – ALL PROJECTS / please make sure envelopes include ALL SIGNATURES

- Nose Prints – for market lambs, breeding sheep, and wether dams only

- ☐ **Ethics Policy Forms:** Place behind the corresponding *Validation Form* and registration papers (please submit **ORIGINAL** forms only).
 - ❖ Verify **ONE Ethics Policy Form** is completed **PER EXHIBITOR.**
 - ❖ **ALL ETHICS POLICIES MUST HAVE A PHYSICAL ADDRESS – WHERE THE ANIMAL(S) IS/ARE KEPT!!**
- ☐ **Parental Waiver/Hold Harmless Form:** Place behind exhibitor's corresponding Ethics Policy, **IF APPLICABLE!**
- ☐ **Upload validation projects to the online validation website:** <https://www.texaslivestockvalidation.com/>
- ☐ **DO NOT MAIL UNUSED/EXTRA VALIDATION TAGS BACK WITH YOUR VALIDATION MATERIALS.** You may need them for retags.
- ☐ The County-Level State Sheep and Goat Validation Chairperson will send the original copy, DNA envelopes, nose prints, and other validation paperwork **postmarked on or before July 8, 2025**, via priority/certified mail, return receipt requested to:

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San Angelo, TX 76901-9714

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