

ORDERING PROCESS

PLEASE PROVIDE THIS TO YOUR VET OR BREEDING MANAGER

The below information will assist you in ordering fresh cooled semen when the mare is ready to be bred. Please note that we may not always be able to take your call so please leave a voicemail or send us a text. Please let us know when you begin to check the mare so that we can ensure all paperwork is in order. ALL SEMEN IS SHIPPED IN EQUITAINERS UNLESS MARE OWNER HAS SPECIFIED OTHERWISE ON THEIR CONTRACT.

All equitainers are equipped with GPS.

Protocol for ordering fresh cooled Semen:

All orders must be received by 7pm EST the day before collection is required. Any orders CANCELED AFTER 7am the day of collection, will still be billed for the full collection fee. Orders received AFTER 7pm the day before collection may not be possible to be fulfilled and will incur additional fees if we are able to add your mare to the list.

Orders must be placed by email (cosmeostallion@gmail.com) or by text – 905-429-0494

Standard collection days are Monday, Wednesday & Friday however with enough notice we can collect 7 days a week. Shipping is only available Monday-Friday.

Provide the following information when placing an order:

- Mare owner and mare name on the contract
- Collection day
- Address for shipping & special instructions

Returning Equitainers:

Equitainers MUST be returned via FEDEX within 7 business days from the date of receipt.

The Container must be returned clean and undamaged. We reserve the right to refuse further shipments to you if our containers are late more than once or are not returned at all. Any shipments being returned to us from the USA must have a commercial invoice included. Please mark the value of the container at \$50.00. If you need help completing a commercial invoice, please contact us. We have attached a sample commercial invoice for your use if needed.

SHIPMENT – COMMERCIAL INVOICE

SHIPPER INFORMATION

Company Name: _____ Contact Name: _____

Street: _____ City: _____ State: _____, USA

Zip Code: _____ Phone Number: _____ Email: _____

RECIEVER INFORMATION

Company Name: KEYSTONE FARMS Contact Name: AMANDA STOLARCHUK

Street: 8475 Langstaff Road City: Kendal Province: Ontario Country: Canada

Postal Code: L0A1E0 Phone Number: 905-429-0494 Email: amanda@keystonefarms.ca

COURIER INFORMATION

COURIER: _____ TRACKING #: _____ SHIP DATE: _____

PACKAGE INFORMATION

LENGTH: 18 INCHES WIDTH: 10 INCHES HEIGHT: 10 INCHES WEIGHT: 11LBS

DESCRIPTION: EMPTY EQUITAINER SHIPPING CONTAINER BEING RETURNED TO OWNER. NOT SOLD

COMMERCIAL INVOICE- FOR CUSTOMS PURPOSES ONLY

DESCRIPTION: EMPTY SHIPPING CONTAINER BEING RETURNED TO OWNER

PURPOSE OF SHIPMENT: PERMANENT, NOT SOLD.

COUNTRY OF ORIGIN: USA

NUMBER OF PACKAGES: 1

TOTAL WEIGHT: 11LBS

TOTAL VALUE \$50USD

DUTIES AND TAXES PAYABLE BY: SHIPPER

DISCLAIMER & SIGNATURE

I/We hereby certify that the information on this invoice is true and correct and that the contents of this shipment are as stated above. I/we hereby authorize the above noted courier to execute any additional documents necessary for export of the item described herein on my/our behalf.

SIGNATURE: _____

DATE: _____