



Australian National Kennel Council Ltd ABN 77 151 544 679 trading as Dogs Australia

# **REGULATIONS**

## **PART 10**

### **NATIONAL PREFIX REGISTER**

Effective  
1 July 2025

Amended  
April 2016  
February 2025

# CONTENTS

	<u>Page No</u>
REGULATIONS FOR THE CONDUCT OF THE NATIONAL PREFIX REGISTER.....	3
Appeals.....	4
GUIDELINES FOR THE CONDUCT OF THE LIFETIME PREFIX REGISTER.....	4
PROTECTION OF OVERSEAS PREFIXES .....	5
NATIONAL REGISTER PREFIX PROCEDURE MANUAL.....	6
APPLICATION FOR PROTECTION OF REGISTRATION OF AN OVERSEAS PREFIX .....	19

## AUSTRALIAN NATIONAL KENNEL COUNCIL LIMITED

### REGULATIONS FOR THE CONDUCT OF THE NATIONAL PREFIX REGISTER

1. Each ANKC Ltd Member Body shall receive applications for registration of prefixes, from members residing in the State or Territory under their control, and shall forward them to the National Prefix Registrar for processing.
  - 1.1 Approval of prefixes will be processed strictly in accordance with the approved National Prefix Register Procedure Manual.  
A copy of the current National Prefix Register Procedure Manual is attached.  
**(Added 02/25, 4.4 – Effective 01/07/25)**
2. The National Prefix Registrar shall deal only with the ANKC Ltd Member Body and shall not enter into discussion, or correspondence with any person without the express approval of the Member Body through which the application was lodged.
3. The applications shall be submitted on the prescribed form and shall include two (2) alternative selections of names in order of preference.
4. A prefix name application is accepted by the National Prefix Register subject to renewal annually, in the State or Territory in which it is registered.
5. A prefix which remains in the Register and is shown as unfinancial for five (5) consecutive years, shall be transferred to an “inactive file” for a further period of five (5) years, after which time the prefix will be eligible to be reallocated as a prefix.  
**(10/00)**

(Note - The animal registration system requires that where progeny have been registered bearing the prefix in their name it is essential the prefix not be purged from the file.)
6. A Prefix name shall:
  - (a) be limited to one (1) word consisting of not less than four (4) letters and not more than twelve (12) letters; **(03/10)**
  - (b) not include numbers, whether in numerals or words;
  - (c) not include apostrophes, hyphens, or punctuation marks of any kind, however no restrictions shall be placed on the use of the words “von” or “vom”.
  - (d) not be identical to, or similar in spelling, or phonetically, to a prefix name already registered, which could be deemed to cause misunderstanding, or confusion. Wherever possible, prefix registered with Canine Controlling Bodies overseas shall be protected.
  - (e) not include the name of any breed of dog. **(10/00)**
7. A prefix name, once accepted and registered shall not be altered, or amended in any manner whatsoever. The name may be cancelled and a new name submitted, however, the new name shall be deemed to be a new application and processed as such.
8. Where a prefix is jointly owned by persons residing in more than one (1) State and/or Territory, the use of the prefix in each of the States and/or Territories in which the joint owners reside is permissible without transfer, providing the prefix name is registered, and maintained, in each State and/or Territory in which the prefix name is to be used. The registration procedures in each State or Territory in which the prefix is to be used shall apply for all registration purposes.

## 9. Appeals

Where an objection is raised to the registration of a prefix name, the objection must be in writing and lodged with the ANKC Ltd Member Body in the state or Territory in which the objector resides.

- (a) Where an objection is raised to a prefix registered with the ANKC Ltd Member Body in the State or Territory in which the objector resides - the objection shall be considered by that Member Body, and the decision of that Member Body shall be final.
  - (b) Where an objection is raised to a prefix registered with the ANKC Ltd Member Body in another State or Territory to that in which the objector resides - the objection shall be referred to the National Prefix Registrar who shall consider the objection and decide what action, if any, be taken.
  - (c) Where a Member Body is unwilling to accept the decision of the Registrar, the Member Body may lodge an appeal with the ANKC Ltd Administrator for consideration by Delegates at the next ANKC Ltd Conference. The decision of the ANKC Ltd Conference shall be final and binding on all parties.
10. The applications may be submitted by mail, or fax to expedite delivery, and notification of acceptance or rejection shall be returned, wherever possible, within seven (7) days from the date of receipt.
  11. The National Prefix Registrar shall, wherever possible, ensure that the person in control of the Prefix Register is conversant with Prefix names, to ensure the integrity of the file is maintained.
  12. A membership may only register one Prefix for a particular breed of dog, but that Prefix may be used by the membership for other breeds. **(05/02)**

*“Membership” – any category of membership which under the Rules of the Member Body is entitled to register a Prefix.*

## **GUIDELINES FOR THE CONDUCT OF THE LIFETIME PREFIX REGISTER**

(Adopted 10/00 to be effective 1.1.2001)  
(Amended 02/16, EM#131)  
(Amended 04/16, EM#133)

1. The owner of any prefix that has been held continuously for a period of 15 years may apply to protect their prefix for a further 25 years subject to a payment of a fee as laid down from time to time and providing that the prefix is not being actively used. After the expiry of the second 25 years the owner of the prefix may apply to renew the arrangement on similar terms.
2. Where a protected prefix is required to be used again the period of protection shall be suspended and normal prefix fees shall be payable during the active period after which the remainder of the protected period comes back into effect. This provision to apply once only, subsequent active use of the prefix shall result in the remainder of the protected period being cancelled until renewed for a further twenty five (25) years.

(The Protection fee is \$250.00 plus GST. The fee shall not be altered by Member Bodies and shall only be amended by the ANKC Ltd.)

## **PROTECTION OF OVERSEAS PREFIXES**

(Adopted 05/01)

Overseas Prefixes will be recorded by the ANKC Ltd under the following conditions:

- (a) the Prefix is registered with a Body recognised by the ANKC Ltd. **10/01**
- (b) application must be made direct to the ANKC Ltd on a form provided by the ANKC Ltd for that purpose.
- (c) the fee basis will be as follows:
  - (i) initial registration fee of \$250.00 will be paid to the ANKC Ltd
  - (ii) annual maintenance fee at Member Body rates which is acting as the National Prefix Registrar. **(05/04)**

# National Register Prefix Procedure Manual

The following external websites are those used to check for prefix names:

1. <http://dogs.ausn.com.au/LIVE/>
2. <http://www.fci.be/affixes.aspx>
3. [http://en.wikipedia.org/wiki/Main\\_Page](http://en.wikipedia.org/wiki/Main_Page)
4. <http://www.google.com.au>

## Reasons For Non-Approval Of A Prefix Name

- A Country.
- A town or suburb in any Country.
- A complete surname or first name (partial name is acceptable).
- A common animal name used more than 5 times on the ANKC Database (needs to be exact spelling to disapprove).
- A notable person.
- A familiar brand or company name, eg, Disney or Coca Cola.
- An Australian Registered Business.
- Identical or similar in spelling to a prefix name that is already registered, which could cause confusion or misunderstanding.
- Phonetically (similar sounding) to an already registered prefix name which could cause confusion or misunderstanding.
- An overseas prefix spelt exactly the same that is registered with an overseas Canine Controlling Body. These shall be protected at all times.
- Cannot include the full name of any breed or dog, eg, Labrador, Vizsla, Lagotta (partial name of breed is acceptable)
- May be considered inappropriate, offensive or unpronounceable.
- Cannot include the word *KENNEL/S/KNL*.
- Cannot include the word *GUARDIAN/GUARD* (infers guard/aggressive dog)
- A prefix must be one (1) word with no less the four (4) letters and no more than twelve (12) letters.
- Cannot have a number whether it is a numeral or the written word for that number.

# List Of Steps To Check Prefix Names Applied For

Open: <http://dogs.ausn.com.au/LIVE/>

## 1. Check To See If Names Are Existing Prefix Names

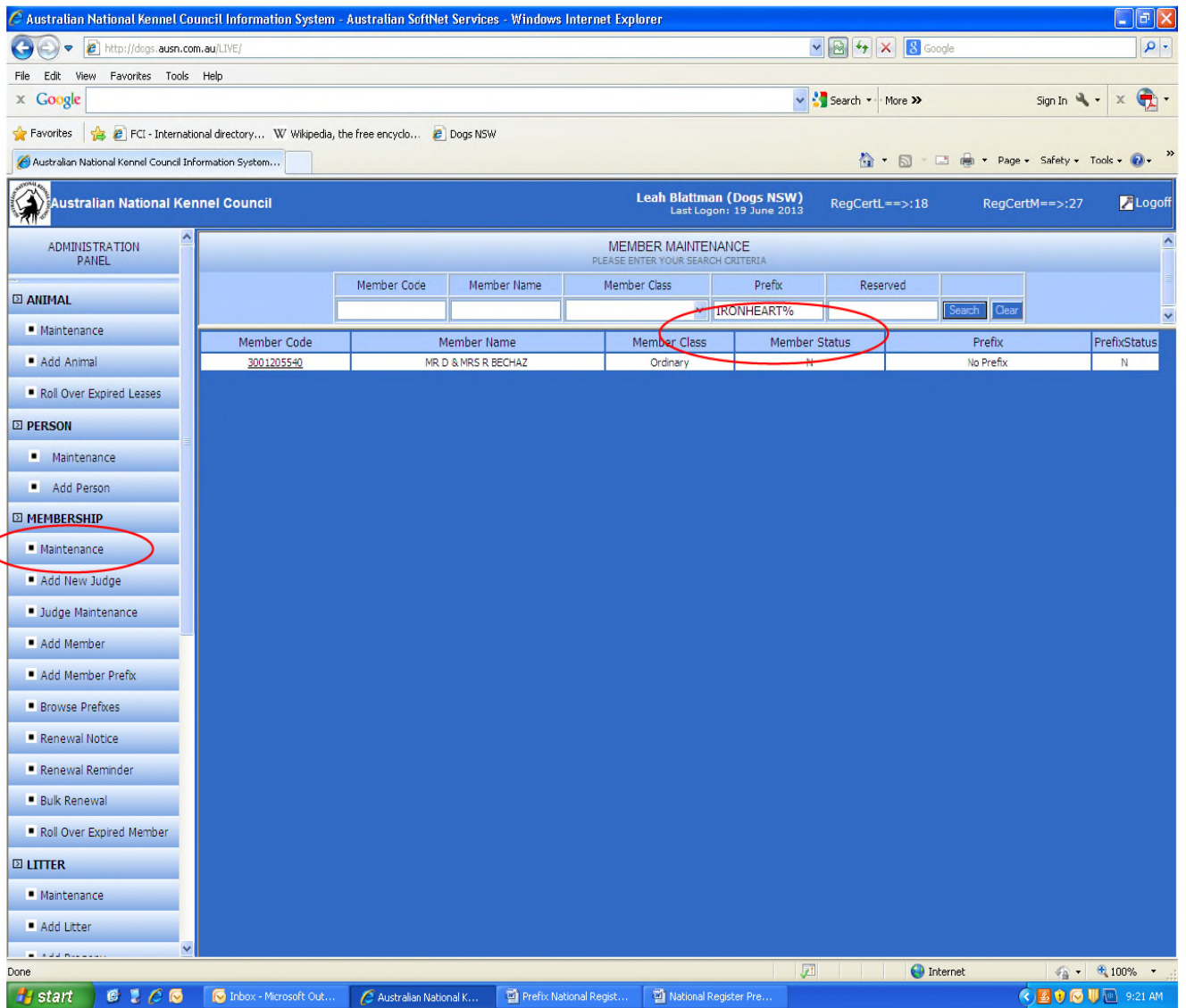
- Under the membership section on the left side of the page click on *Browse Prefixes*. Type in the prefix name applied for, followed by a wild symbol (%) and press the enter key or search button.

The screenshot displays the 'Australian National Kennel Council Information System' interface. The user is logged in as Leah Blattman (Dogs NSW). The 'MEMBERSHIP' section in the left sidebar is expanded, and 'Browse Prefixes' is highlighted with a red circle. The main content area shows the 'BROWSE PREFIXES' search form with the following details:

- Prefix: IRONHEART%
- Search button: circled in red
- Clear button

Member Code	Prefix	Start Date	Prefix Type	Member Status
3001205540	IRONHEART	01/04/1992	Normal	N

- If a prefix record exists and it is under 10 years old from the status date, exclude from searching that name further and cross out that name.
- To confirm that a prefix name is inactive or unavailable, click on maintenance under the membership section on the side bar. In the prefix section type the name of the prefix being applied for.



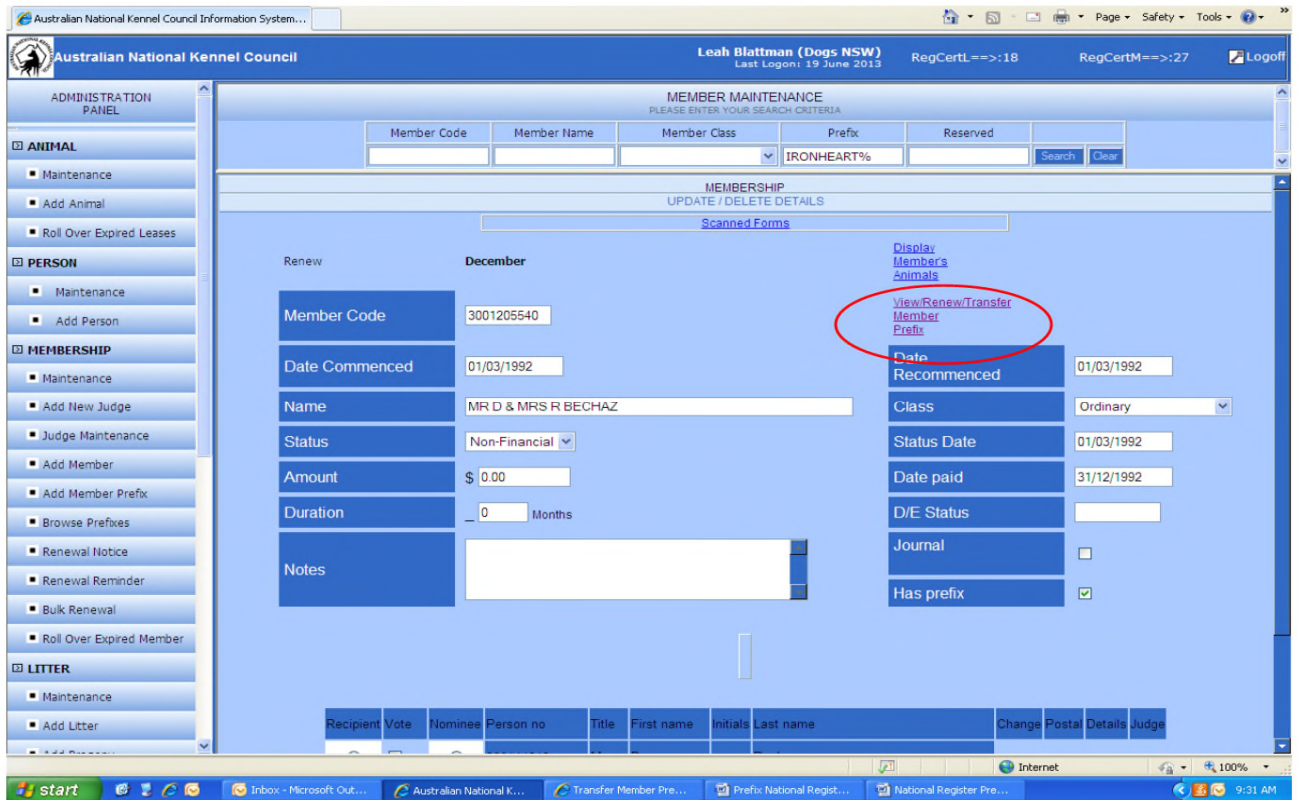
- If the name has been inactive for at least 10 years or more from the status date, it can then be transferred from the previous member to another membership. Please make sure that the breed is not the same.

### ***Transfer an Inactive Prefix***

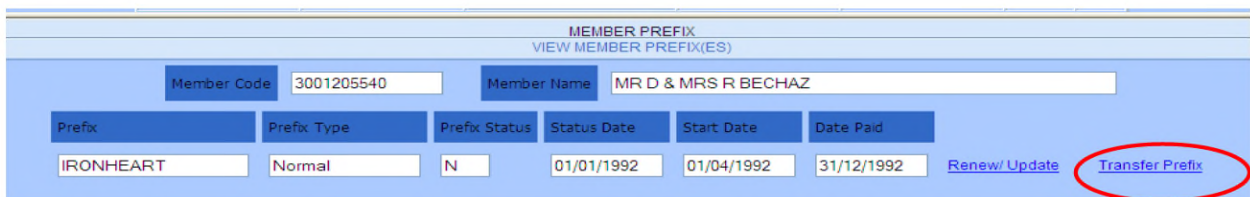
To transfer an inactive prefix you need to:

- Under the membership bar on the side of the database, click maintenance.
- Enter the prefix name in the prefix section or enter the membership number of the previous holder of the prefix.
- Open their membership.
- Click on View/Renew/Transfer Member Prefix.

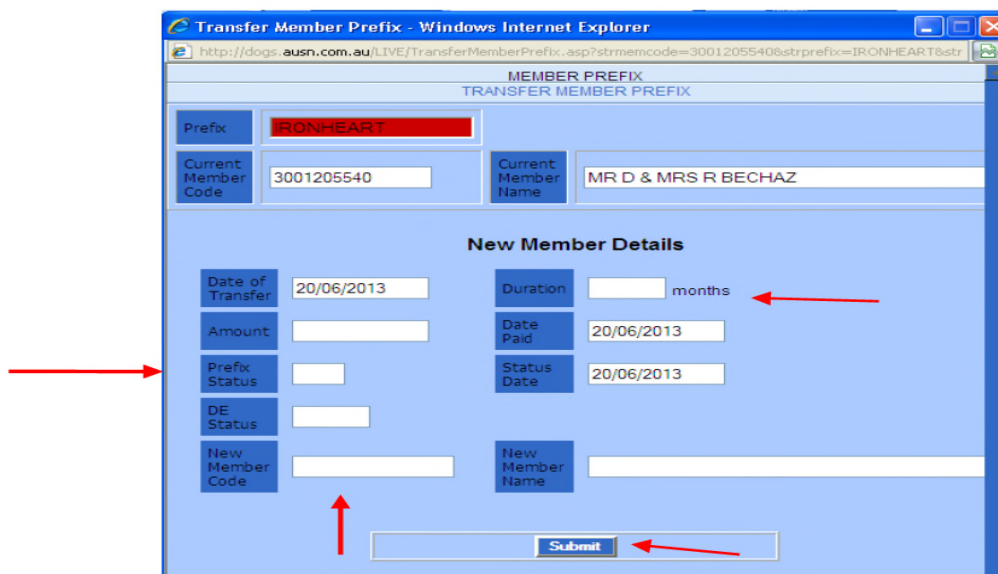




- Select Transfer Prefix.



- Complete the relevant fields below, such as Duration, Prefix Status, New Member Code and TAB over to New Member Name. This will bring up the name of the new owner.



## 2. Check for Common Animal Name

- Go to Animal section on the left side of the database and select Maintenance.
- Type the applied for name in the Prefix section, followed by a wildcard (%) and press search.

Australian National Kennel Council Information System... Leah Blattman (Dogs NSW) Last Logon: 19 June 2013 RegCertL==>:18 RegCertM==>:27 Logoff

ADMINISTRATION PANEL

ANIMAL MAINTENANCE  
PLEASE ENTER YOUR SEARCH CRITERIA

Animal No	Prefix	Name	Birth Date	Microchip
	IRONHEART%			

Search Clear

Record does not exist!  
Please try again

- Type in the applied for name in the Animal Name Section. *This is important to rule out an overseas prefix. Always place a wildcard (%) at either end of the word to view Re-Registered dogs, as the Google and FCI check will not always identify an overseas prefix/kennel name.*

Australian National Kennel Council Leah Blattman (Dogs NSW) Last Logon: 19 June 2013 RegCertL==>:18 RegCertM==>:27 Logoff

ADMINISTRATION PANEL

ANIMAL MAINTENANCE  
PLEASE ENTER YOUR SEARCH CRITERIA

Animal No	Prefix	Name	Birth Date	Microchip
		%IRONHEART%		

Search Clear

Animal No	Prefix	Name	Birth date	RAS Key
3100044569	ANGAHOOK	IRONHEART	21/07/1999	
0965302	JEMADAR	IRONHEART	27/11/1987	0W7200710901
6100056928	LEOSTAFF	IRONHEART	01/05/2008	
3100081498	MISHMAX	IRONHEART	27/06/2001	

- If the name could be two (2) words, place a wildcard (%) before, between and after the prefix. *This is important when trying to identify names with two words, for example, BRAVEHEART (BRAVE HEART) or BLUEMOON (BLUE MOON).* Then search.

Australian National Kennel Council Leah Blattman (Dogs NSW) Last Logon: 19 June 2013 RegCertL==>:18 RegCertM==>:27 Logoff

ADMINISTRATION PANEL

ANIMAL MAINTENANCE  
PLEASE ENTER YOUR SEARCH CRITERIA

Animal No	Prefix	Name	Birth Date	Microchip
		%IRON%HEART%		

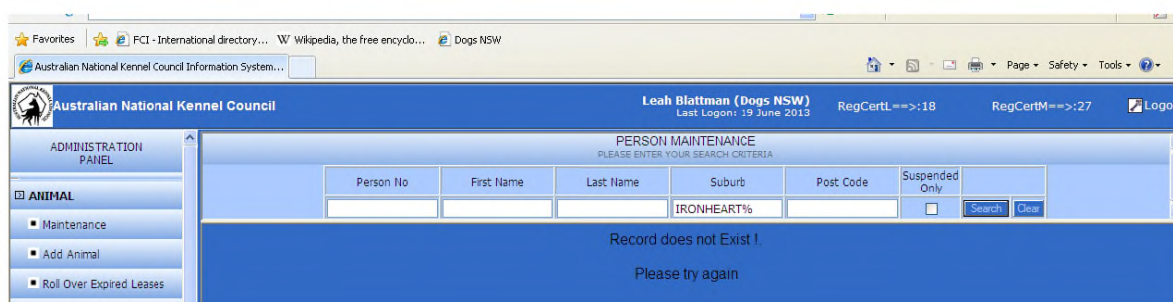
Search Clear

Animal No	Prefix	Name	Birth date	RAS Key
6100025923	ACKERBULL	IRON HEART	19/10/2001	
6100018181	ALLEGRETO	IRON HEART	04/02/2000	
3100044569	ANGAHOOK	IRONHEART	21/07/1999	
4100198047	BULLOFGLORY	IRON HEART	10/05/2011	
2100249784	DOGGETOWN	LIL IRON HEART	10/12/2010	
2100351371	FREEVALE	IRON HEART	15/11/2011	
1484193	GONGORA	IRON HEART	13/12/1994	0Q4532330801
2100168028	HYTOP	IRON HEART	29/07/2003	
0965302	JEMADAR	IRONHEART	27/11/1987	0W7200710901
2100234936	KINDEE	IRON HEART	10/08/2006	
6100056928	LEOSTAFF	IRONHEART	01/05/2008	
3100081498	MISHMAX	IRONHEART	27/06/2001	
3100178427	WHITEWARRIOR	IRON HEART	19/11/2006	

- If a search comes up with five (5) or more names, it is deemed as a 'common dog name' and cannot be used. Place a line through the prefix name and move onto the next prefix applied for.

### 3. Check if the name is a suburb

- To check if the applied for name is a SUBURB or PLACE, click on the Maintenance section on the left side of the database under the PERSON section.
- In the Suburb section type the applied for name, all suburbs should show up, however, if it does not a further Wikipedia search should show any suburbs or places. If a Suburb or place does match the applied for name, that name needs to be crossed off the list and the next name should be checked.



### 4. FCI Overseas Prefix Check

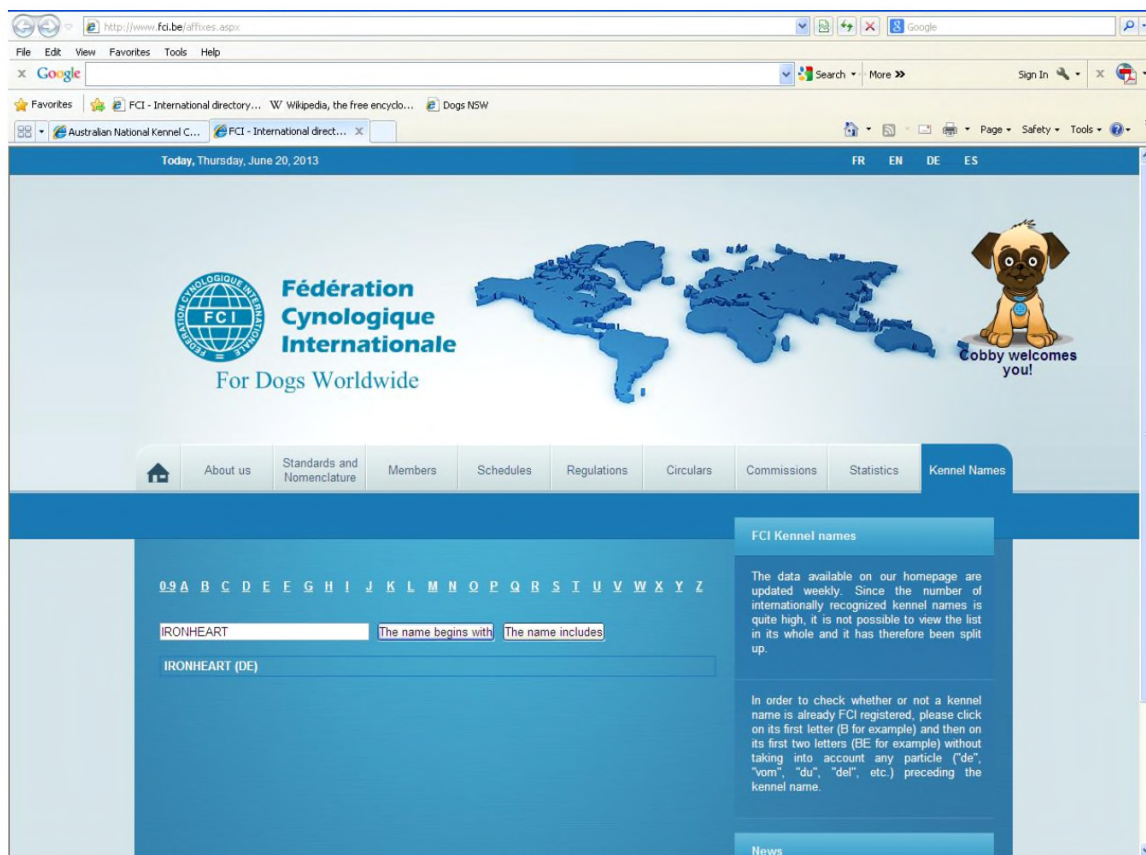
Open: <http://www.fci.be/affixes.aspx>

An overseas prefix cannot be approved. To check for an FCI recognised overseas prefix, type the name of the prefix into the search bar. Two searches need to be made.

- Click 'The name begins with' for the first search.
- Click 'The name includes' for the second search.

Should a name appear with identical spelling it will need to be crossed off the list and you will need to search the next name.

Note: Not all countries list prefix names with the FCI; however, most will show when searching Google.



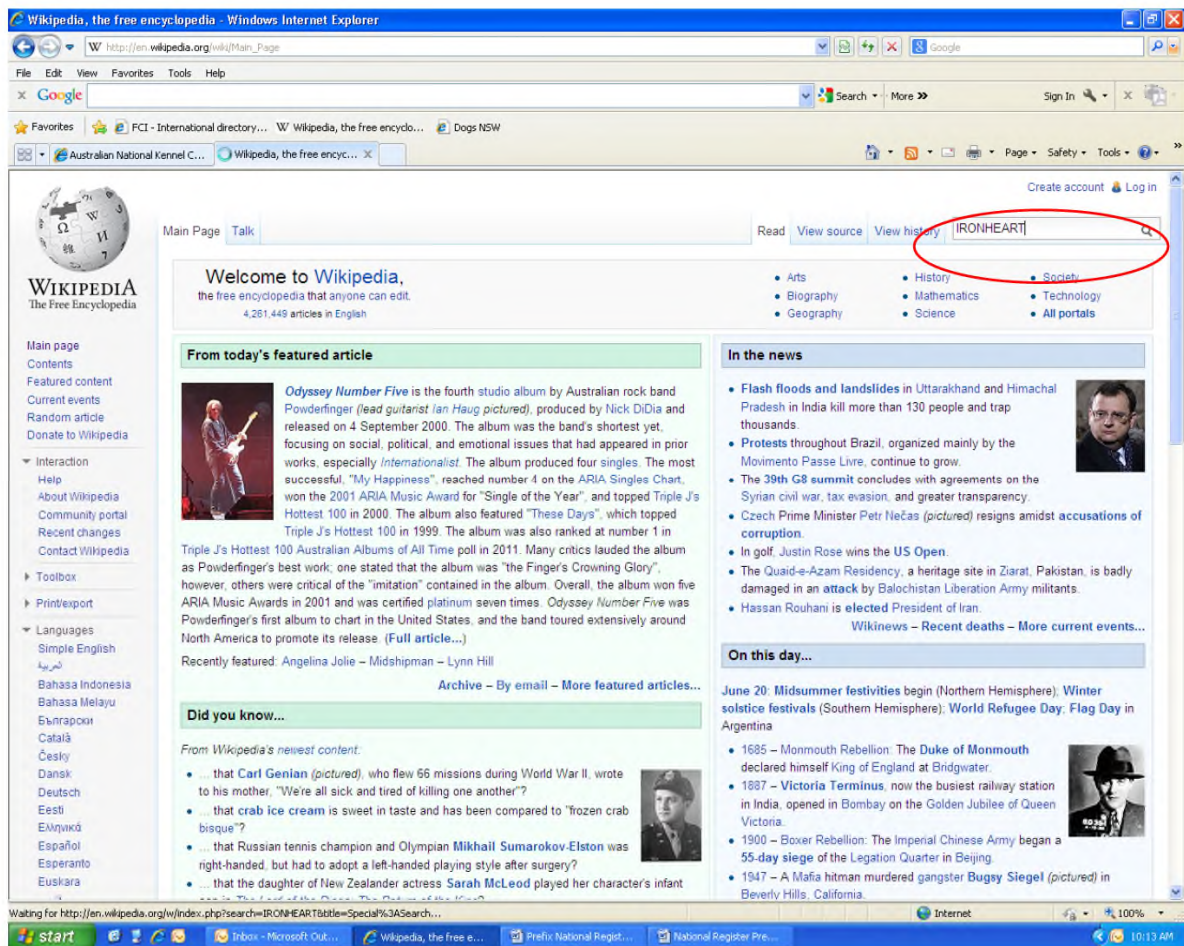
## 5. Wikipedia Search

Open: [http://en.wikipedia.org/wiki/Main\\_Page](http://en.wikipedia.org/wiki/Main_Page)

Wikipedia will show if the applied for name is a place/suburb or notable person.

- In the search bar at the top of the page type in the applied for prefix name.



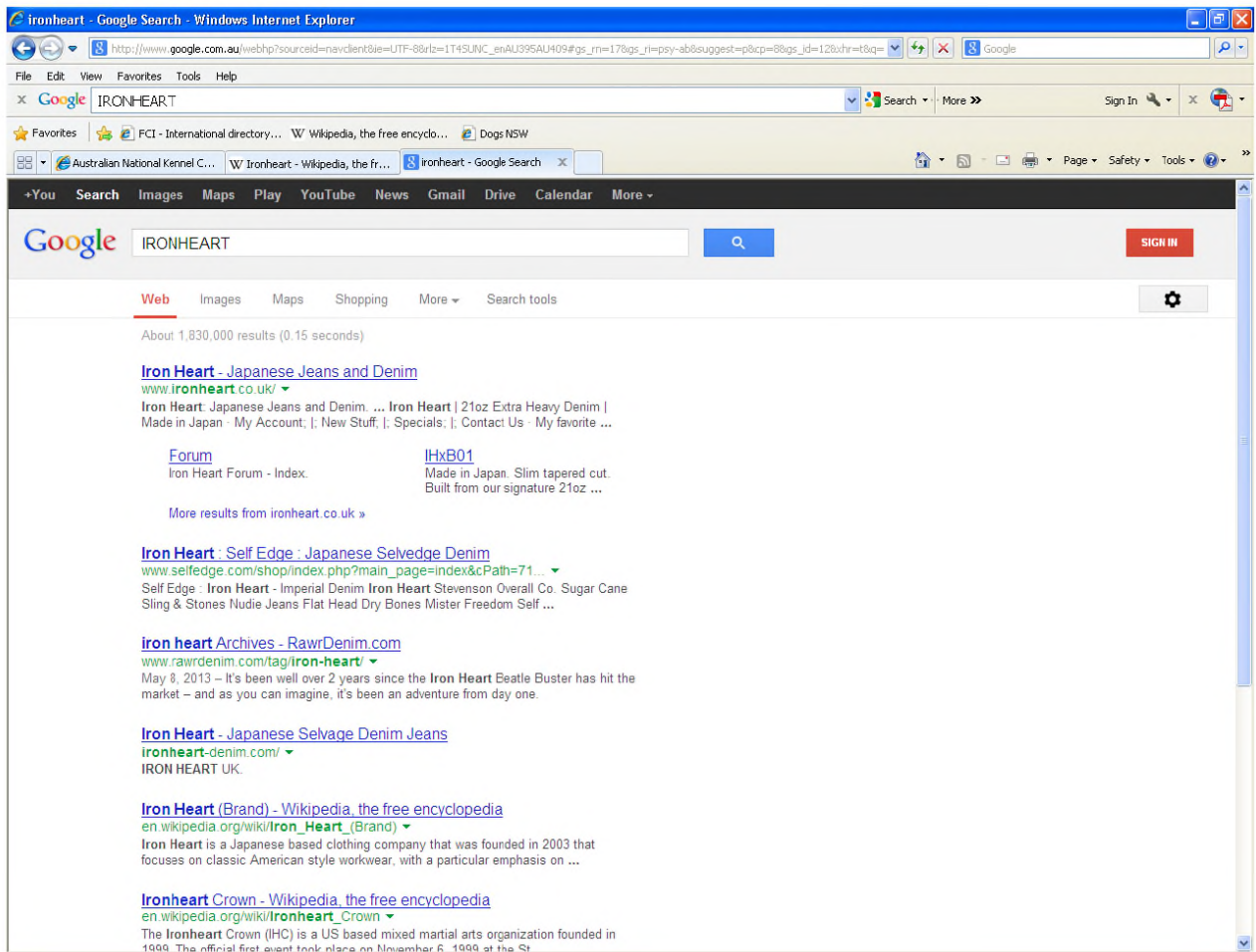


- If Wikipedia brings up any matches, check if they are places/suburbs within Australia or notable people. If so, cross the name off the list and continue checking the next name.

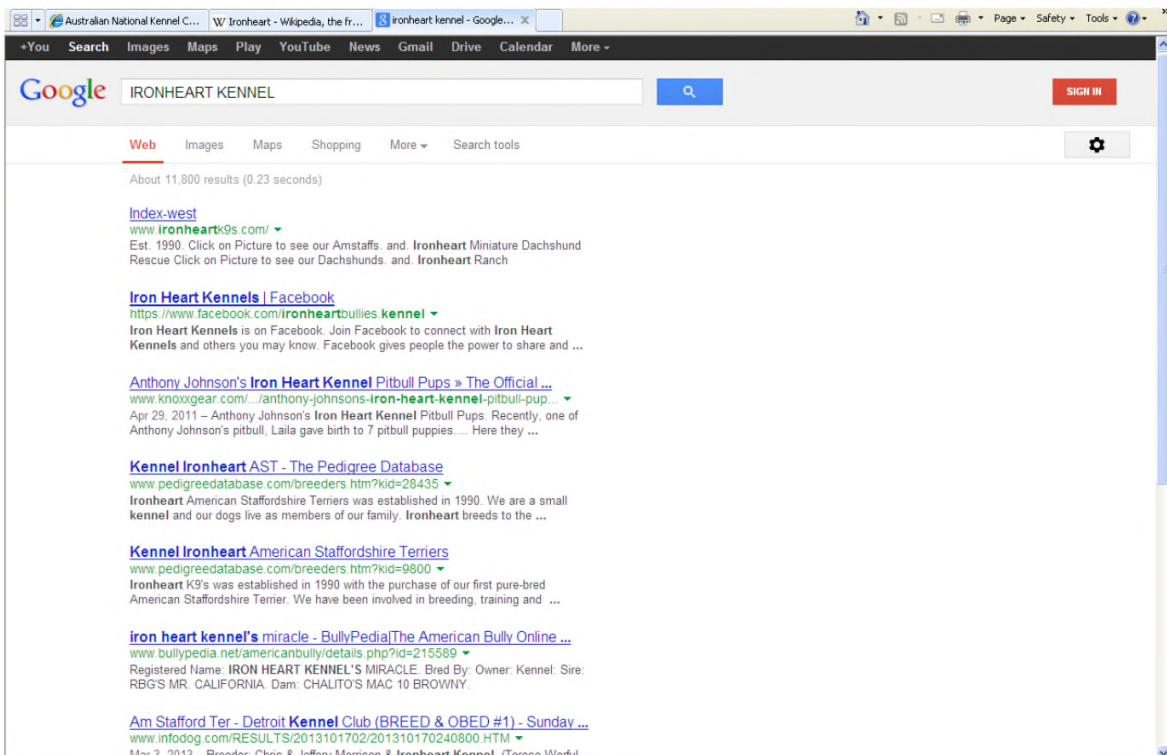
## 6. Google Search

Open: <http://www.google.com.au>

- Type in the word that you are searching. If Google returns any results such as an Australian business, notable person, kennel name, brand or place, etc, cross the applied for prefix off the list and move onto the next applied for prefix name.



- If the search is acceptable and the name is not ruled out, search the name again with the word KENNEL after it. This should bring up any breed websites, kennel or prefix websites, created by people.



## 7. Checking If Any Other Prefixes Are Similar

If the above searches are successful, proceed with further checks on the names.

This check is done on the ANKC Ltd database and searches for similar prefix names which may be deemed as too close, phonetically similar or have a similar prefix with the same breed.

Keep in mind all reasons for non-approval of a prefix.

Prefixes need to be at least two consecutive letters different and not be phonetically similar to a current financial prefix or existing prefix (that has been financial within the last ten years).

With a similar name – Check the breed of dog and the state of residence. If a prefix is too close to these, then exclude it from further searching.

- To check prefixes click on BROWSE PREFIXES under the membership section.
- Type in the name that you are searching and add a wildcard (%) to the beginning and end of the word.
- Continue with further searches moving the wildcard (%) to replace different letters within the word.

For example:

IRONHEART – I%O%H%A%T, IRONHE%, %RONHEAR%, I%HEART, IRO%ART

The screenshot displays the ANKC website interface. At the top, the user is logged in as Leah Blattman (Dogs NSW) with a last login of 19 June 2013. The page title is 'BROWSE PREFIXES' with the instruction 'PLEASE ENTER YOUR SEARCH CRITERIA'. The search criteria input field contains 'IRO%H%ART'. Below the search bar, a table displays the search results:

Member Code	Prefix	Start Date	Prefix Type	Member Status
3001205540	IRONHEART	01/04/1992	Normal	N



If a prefix with same/similar spelling and is financial or an active prefix, it needs to be crossed off the list and move onto checking the next prefix choice.

If a prefix can cause possible misinterpretation it needs to be crossed off and move on to the next choice.

If a similar prefix with the same breed or of the same State appears, it needs to be crossed off and moved onto the next choice.

The above may cause confusion, therefore a prefix of the same or similar cannot be approved.

## 8. Procedure to adding new Prefixes approved By the National Register

- Under Membership on the left side of the database, select Add Member Prefix.
- Insert the Membership Number in the Member Code Field and press search.

The screenshot shows the Australian National Kennel Council Information System interface. The main content area is titled "MEMBER MAINTENANCE" and includes a search form with fields for Member Code, Member Name, Member Class, Prefix, and Reserved. Below the search form is a table with the following data:

Member Code	Member Name	Member Class	Member Status
2000893090	Mr B Wistuba	Ordinary	F

The left sidebar contains an "ADMINISTRATION PANEL" with categories: ANIMAL, PERSON, MEMBERSHIP, and LITTER. The MEMBERSHIP category is expanded, showing options like "Add Member Prefix". The top of the page shows the user "Leah Blattman (Dogs NSW)" and the date "Last Logon: 19 June 2013".



- Click on the Membership Code.

**Australian National Kennel Council**  
 Leah Blattman (Dogs NSW)  
 Last Login: 19 June 2013  
 RegCertL==>:18  
 RegCertM==>:27  
 Logoff

**MEMBER MAINTENANCE**  
 PLEASE ENTER YOUR SEARCH CRITERIA

Member Code	Member Name	Member Class	Prefix	Reserved
2000893090				

**MEMBER PREFIX**  
 ADD MEMBER PREFIX

Member Code: 2000893090  
 Member Name: Mr B Wistuba

Prefix:   
 Breed:   
 Prefix Type: Normal  
 Desstatus:   
 Prefix Status: N  
 Status Date: 20/06/2013  
 Duration:  months  
 Start Date: 20/06/2013  
 Amount:   
 Date Paid:

- Insert the prefix name, the members breed and duration which is twelve (12) months.
- Press submit.
- The State will update the prefix status to F, add the amount and add the date paid when they update the prefix application.

**Australian National Kennel Council**  
 Leah Blattman (Dogs NSW)  
 Last Login: 19 June 2013  
 RegCertL==>:18  
 RegCertM==>:27  
 Logoff

**MEMBER MAINTENANCE**  
 PLEASE ENTER YOUR SEARCH CRITERIA

Member Code	Member Name	Member Class	Prefix	Reserved
2000893090				

**MEMBER PREFIX**  
 VIEW MEMBER PREFIXES

Member Code: 2000893090  
 Member Name: Mr B Wistuba

Prefix	Prefix Type	Prefix Status	Status Date	Start Date	Date Paid
ARENBE	Normal	F	18/06/2013	18/06/2013	18/06/2013

[Renew Update](#) [Transfer Prefix](#)

## **APPEALS AGAINST REJECTION OF PREFIX**

An appeal against the rejection of a prefix must be in writing and lodged with the ANKC Ltd Member Body in the State or Territory which the appellant resides within 21 days of receipt of the rejection advice.

Within 7 days of receipt of an appeal, the ANKC Ltd Member Body must advise the National Prefix Registrar of such appeal. The National Prefix Registrar will submit the appeal to a Prefix Rejection Appeals Panel made up of 3 Panel members from 3 individual State Member Bodies, none of which are the State from which the appeal emanated or the State which holds the National Prefix Register contract at the time of the rejection.

The decision of the Prefix Rejection Appeals Panel will be final and binding.



AUSTRALIAN NATIONAL KENNEL COUNCIL LIMITED  
PO Box 309, Carina Queensland Australia 4152

Ph: +61 7 3398 8608  
Email: [tbarry@ankc.org.au](mailto:tbarry@ankc.org.au)

## APPLICATION FOR PROTECTION OF REGISTRATION OF AN OVERSEAS PREFIX

Overseas Prefixes will be recorded by the ANKC Ltd under the following conditions:

- (a) the Prefix is registered with a Controlling Body recognised by the ANKC Ltd.
- (b) applications must be made direct to the ANKC Ltd on this form.
- (c) payment of an initial registration fee of \$250.00 AUD must accompany this application and be made payable to the Australian National Kennel Council Ltd.
- (d) a maintenance fee will apply with a renewal notice being sent annually.

<b>Date:</b>	
<b>Name:</b>	
<b>Address:</b>	
<b>Facsimile:</b>	
<b>Email:</b>	
<b>Contact Telephone No:</b>	
<b>Name of Prefix to be protected:</b>	
<b>DETAILS OF MEMBERSHIP OF NATURAL KENNEL CLUB</b>	
<b>Name of Kennel Club where the Prefix is currently registered:</b> (Copy of current ownership of prefix to be attached)	
<b>Membership No:</b> (Copy of current Membership to be attached)	

***Please note the following:***

*Application Fee must be paid on application to the Australian National Kennel Council Limited (ANKC Ltd).*

*An Annual Maintenance Fee must be paid each year upon receipt of the renewal advice.*

*If the Annual Fee is not paid, the protection lapses 30 days from the annual renewal date.*

*Only Australian Residents are eligible to register progeny.*