

P

Agricultural
Clearance

Appendix P

APHIS Prepared Letters of Instruction for Mail-in Payment of Civil Penalty

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Purpose

APHIS prepared letters of instruction for mail-in payment of civil penalty are issued to violators who **do not** have the currency on hand to pay the spot settlement, but elect to pay the settlement by money order or check drawn on a U.S. bank within 3 days. See *Collecting the Spot Settlement on page 8-1-20* for more information.

Instructions

If the violator elects this method of payment, then follow port policy and give the letter of instruction to the violator. Select the appropriate letter of instruction from those on the following pages.

Before giving the letter to the violator, be sure to enter on the letter the amount of the assessed civil penalty, the PPQ violation number, and the date the violation occurred.



Funds received from civil penalties assessed for violation of the Plant Protection Act and/or the Animal Health Protection Act are deposited into the account of the Treasury of the United States. These funds are not controlled by any part of the CBP fines and forfeitures collection process. Therefore it is critical that civil penalty funds received for violations of agricultural laws and regulations be properly coded and deposited into the appropriate account. If you have any questions, contact QPAS at 301-734-8295.

Usage Note

Notice that in this appendix only the first two pages are numbered and have headers and footers. The following pages containing the prepared letters of instruction are not numbered and have no headers or footers, so you can print/photocopy and distribute as needed. To quickly locate the letter in the language you are looking for, simply click on the appropriate title in the *Contents*.

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

الولايات المتحدة، إدارة الزراعة
برامج التسويق و التنظيم
خدمة تفقد الصحة الحيوانية و النباتية
حماية النبات و الحجر الصحي

Guidelines for Payment of Civil Penalties**خطوط إرشادية لدفع الجزاءات المدنية**

You have been assessed a civil penalty in the following amount: \$

تم تقييمك لجزاء مدني في المبلد التالي: رقم

Make out a cashier's check, or a money order payable to: **Treasury of the United States**

قم بإصدار شيك الصراف، أو حوالة نقدية قابلة الدفع إلى: **Treasury of the United States**

Mail the check or money order to the following address:

أرسل الشيك أو الحوالة النقدية على العنوان التالي:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check, or money order must be drawn on a U.S. bank.

يجب أن يكون شيك الصراف، أو الحوالة النقدية مسحوبا على أي بنك في الولايات المتحدة.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

يجب إرسال الدفعات على العنوان المذكور أعلاه أو إعادتها شخصيا في غضون 3 أيام من تاريخ تقييم المخالفة.

Please return this notice with your payment. Thank you.

يرجى إعادة هذا الإخطار مع دفعاتكم. شكرا لكم.

PPQ Violation #

مخالفة حماية النبات والحجر الصحي #

Date of Violation:

تاريخ المخالفة:

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

Ministarstvo poljoprivrede SAD-a
Programi marketinga i propisa
Zdravstvena služba za inspekciju životinja i biljaka
Zaštita biljaka i karantena

Guidelines for Payment of Civil Penalties

Smjernice za plaćanje građanskih globa

You have been assessed a civil penalty in the following amount: \$

Globljeni ste građanskom globom u sljedećem iznosu: \$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

Napišite blagajnički ček ili novčani nalog plativ: **Treasury of the United States**

Mail the cashier's check or money order to the following address:

Pošaljite ček ili novčani nalog poštom na sljedeću adresu:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

Blagajnički ček ili novčani nalog mora biti trasiran na banku SAD-a.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

Globu trebate poslati poštom na gornju adresu ili donesti osobno u roku od 3 dana od datuma kad ste globljeni za prijestup.

Please return this notice with your payment. Thank you.

Molimo vratite ovu obavijest s vašim čekom. Hvala.

PPQ Violation #

PPQ Prijestup #

Date of Violation:

Datum prijestupa:

FIGURE P-1-2: Prepared English/Bosnian Letter of Instruction

APHIS **Travelers Aid**

United States Department of Agriculture
 Marketing and Regulatory Programs
 Animal and Plant Health Inspection Service
 Plant Protection and Quarantine

ក្រសួងកសិកម្ម នៃសហរដ្ឋអាមេរិក
 កម្មវិធីត្រួតពិនិត្យរៀបចំ និងទីផ្សារ
 សេវាកម្មពិនិត្យតាមដានសុខភាពសត្វពាហនៈ និងរុក្ខជាតិ
 រយៈពេលត្រួតពិនិត្យ និងការការពារដាំណាំ

Guidelines for Payment of Civil Penalties

សេចក្តីណែនាំ ចំពោះអ្នកចំណាយ សំរាប់ការពិន័យរដ្ឋប្បវេណី

You have been assessed a civil penalty in the following amount: \$

លោកអ្នកបានធ្វើការប៉ាន់ប្រមាណ នៃការពិន័យរដ្ឋប្បវេណី តាមចំនួន : \$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

បង្កើតបេឡាមូលប្បទានប័ត្រ រឺប័ណ្ណផ្ញើប្រាក់ ដែលអាចប្រើប្រាស់បាន នៅក្នុង : **Treasury of the United States**

Mail the cashier's check or money order to the following address:

ផ្ញើ បេឡាមូលប្បទានប័ត្រ រឺប័ណ្ណផ្ញើប្រាក់ ទៅតាមអាសយដ្ឋាន :

USDA, APHIS, IES
 4700 River Road, Unit 85
 Riverdale, MD 20737-1234

USDA, APHIS, IES
 4700 River Road, Unit 85
 Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

បេឡាមូលប្បទានប័ត្រ រឺប័ណ្ណផ្ញើប្រាក់ ត្រូវតែបានបើកនៅធានាគារសហរដ្ឋអាមេរិក ។

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

អ្នកចំណាយត្រូវតែបានផ្ញើទៅអាសយដ្ឋានខាងលើ រឺបានផ្ញើត្រឡប់ទៅបុគ្គលក្នុងរយៈពេល ៣ ថ្ងៃ ចាប់ពីថ្ងៃមានការប៉ាន់ ដែលបានកើតមាន ។

Please return this notice with your payment. Thank you.

សូមផ្ញើសេចក្តីប្រកាសនេះត្រឡប់ទៅវិញ ជាមួយប័ណ្ណចំណាយរបស់លោកអ្នក ។ សូមអរគុណ ។

PPQ Violation #

ការបំពាន PPQ #

Date of Violation:

កាលបរិច្ឆេទ នៃការបំពាន :

FIGURE P-1-3: Prepared English/Cambodian Letter of Instruction

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

美国农业部
销售和调整计划
动植物卫生检疫局
植物防疫检疫

Guidelines for Payment of Civil Penalties**民事罚款支付指导**

You have been assessed a civil penalty in the following amount: \$

经确定您需缴纳以下数额的民事罚款: \$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

请开一张银行支票或汇票支付给:
Treasury of the United States

Mail the cashier's check or money order to the following address:

将银行支票或汇票邮寄到以下地址:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

银行支票或汇票必须能够在美国银行提取。

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

将付款邮寄到上述地址, 或于罚单开出日起 3 日内亲自到上述地址交款。

Please return this notice with your payment. Thank you.

请将此通知单和付款一起交回。谢谢。

PPQ Violation #

PPQ 罚单编号

Date of Violation:

罚单开出日期:

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

美國農業部
農產運銷及動植物檢疫
動植物防疫檢疫局
植物防疫檢疫處

Guidelines for Payment of Civil Penalties**民事罰款繳納說明**

You have been assessed a civil penalty in the following amount: \$

您的民事罰款金額裁定如下：\$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

請以銀行本票或匯票將罰款繳納至：
Treasury of the United States

Mail the cashier's check or money order to the following address:

請將銀行本票或匯票寄到以下地址：

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

銀行本票或匯票必須由美國的銀行開出。

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

罰款必須在自裁定違規日起三日之內寄到上述的地址或親自繳納。

Please return this notice with your payment. Thank you.

請隨罰款歸還本通知。
謝謝。

PPQ Violation #

植物防疫檢疫處罰字第

號

Date of Violation:

違規日：

United States Department of Agriculture
 Marketing and Regulatory Programs
 Animal and Plant Health Inspection Service
 Plant Protection and Quarantine

Depatman Agrikilti Ozetazini
 Pwogram Maketing ak Kontw l
 S vis Enspeksyon Lasante B t ak Plant
 Pwoteksyon Plant ak Karant n

Guidelines for Payment of Civil Penalties

Direktiv pou Pèman Amann

You have been assessed a civil penalty in the following amount: \$

Yo enpoze w yon amann pou kantite lajan sa a: \$

Make out a cashier’s check or a money order payable to: **Treasury of the United States**

Fè yon chèk labank (cashier's check), oswa yon manda postal (money order) sou non: **Treasury of the United States**

Mail the cashier’s check or money order to the following address:

Poste chèk la oswa manda postal la nan adrès sa a:

USDA, APHIS, IES
 4700 River Road, Unit 85
 Riverdale, MD 20737-1234

USDA, APHIS, IES
 4700 River Road, Unit 85
 Riverdale, MD 20737-1234

The cashier’s check or money order must be drawn on a U.S. bank.

Chèk labank la oswa manda postal la dwe soti nan yon bank ki Ozetazini.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

Ou dwe poste pèman an nan adrès ki anwo a oswa pote li pèsonèlman nan yon delè 3 jou apati dat yo te etabli vyolasyon an.

Please return this notice with your payment. Thank you.

Tanpri retounen avi sa a ansanm ak pèman w lan. Mèsi.

PPQ Violation #

Vyolasyon PPQ

Date of Violation:

Dat vyolasyon an:

FIGURE P-1-6: Prepared English/Creole Letter of Instruction

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

وزارت کشاورزی ایالات متحده آمریکا
برنامه های فروشات و منظم سازی
خدمات تفتیش بهداشت حیوانات و گیاه ها
حفاظت و قرنطین گیاه ها

Guidelines for Payment of Civil Penalties

راهنمایی ها در مورد پرداخت جریمه های مدنی

You have been assessed a civil penalty in the following amount: \$

شما به جریمه نقدی مبد آتی مکلف شده اید:
دالر امیرکایی (\$))

Make out a cashier's check, or a money order payable to: **Treasury of the United States**

یک چک (برات) تحویلدار یا دستور پرداخت
Treasury of the United States (money order) قابل تادیه
States را ترتیب نمائید.

Mail the check or money order to the following address:

این چک یا دستور پرداخت را به نشانی ذیل
بست کنید:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check, or money order must be drawn on a U.S. bank.

چک تحویلدار یا دستور پرداخت باید به نام یک
بانک ایالات متحده کشیده شود.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

پرداخت باید به نشانی فوق بست گردد یا از تاریخ
ارزیابی تخلف طی سه روز شخصاً اعاده گردد.

Please return this notice with your payment. Thank you.

لطفاً این اکھی را با پرداخت تان مسترد کنید.
تشکر

PPQ Violation #

تخلف PPQ شماره:

Date of Violation:

تاریخ تخلف:

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

Guidelines for Payment of Civil Penalties

You have been assessed a civil penalty in the following amount: \$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

Mail the cashier's check or money order to the following address:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

Please return this notice with your payment. Thank you.

PPQ Violation #

Date of Violation:

Yhdysvaltain maatalousministeriö (USDA)
Markkinointi- ja valvontaohjelmat
Eläin- ja kasviterveyden tarkastusyksikkö
Kasviensuojelu ja karanteeni

Siviilisakkojen maksamista koskevat ohjeet

Teidät on määrätty maksamaan seuraava siviilisakko: \$

Kirjoittakaa pankkisetki tai maksumääräys nimelle **Treasury of the United States**

Lähetäkää shekki tai maksumääräys seuraavaan osoitteeseen:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

Shekin tai maksumääräyksen maksajan täytyy olla yhdysvaltalainen pankki.

Maksu on lähetettävä yllä olevaan osoitteeseen tai tuotava henkilökohtaisesti kolmen päivän sisällä sakon määräämisestä.

Palauttakaa tämä ilmoitus maksun mukana. Kiitos.

Kasviensuojelu- ja karanteenirikkomuksen numero (PPQ Violation #)

Rikkomuspäivä:

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

Ministère américain de l'agriculture
Programmes de promotion et de réglementation
Service d'inspection sanitaire des animaux et végétaux
Quarantaine et protection des végétaux

Guidelines for Payment of Civil Penalties**Directives pour le paiement des amendes civiles**

You have been assessed a civil penalty in the following amount: \$

Vous avez été condamné à payer une amende civile d'un montant de : \$

Make out a cashier's check, or a money order payable to: **Treasury of the United States**

Vous devez payer soit par chèque, soit par mandat établi à l'ordre de : **Treasury of the United States**

Mail the cashier's check or money order to the following address:

Adressez le chèque ou le mandat par courrier à l'adresse suivante :

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check, or money order must be drawn on a U.S. bank.

Le chèque ou le mandat doit être émis par une banque américaine (États-Unis).

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

Vous pouvez effectuer le paiement par courrier à l'adresse indiquée ci-dessus ou vous présenter en personne dans un délai de 3 (trois) jours à compter de la date de l'infraction.

Please return this notice with your payment. Thank you.

Veillez accompagner votre règlement du présent avis. Nous vous remercions.

PPQ Violation #

N° d'infraction PPQ

Date of Violation:

Date d'infraction :

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

**Agrarministerium der Vereinigten Staaten
von Amerika**
Marketing- und Ordnungsprogramme
Inspektionsservice für Tier- und Pflanzengesundheit
Pflanzenschutz und Quarantäne

Guidelines for Payment of Civil Penalties**Richtlinien zur Zahlung von Zivilstrafen**

You have been assessed a civil penalty in the following amount: \$

Ihnen wurde eine Strafe in der folgenden Höhe auferlegt: \$

Make out a cashier's check, or a a money order payable to: **Treasury of the United States**

Stellen Sie bitte einen Bankscheck oder eine Zahlungsanweisung aus, zahlbar an: **Treasury of the United States**

Mail the cashier's check or money order to following address:

Senden Sie den Bankscheck oder die Zahlungsanweisung an die folgende Adresse:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check, or money order must be drawn on a U.S. bank.

Der Bankscheck oder die Zahlungsanweisung muss über eine amerikanische Bank ausgestellt sein.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

Ihre Zahlung muss an die obige Adresse gesandt oder innerhalb von 3 Tagen ab Datum der Ausstellung der Strafanzeige persönlich bezahlt werden.

Please return this notice with your payment. Thank you.

Bitte reichen Sie diesen Hinweis zusammen mit Ihrer Zahlung ein. Herzlichen Dank.

PPQ Violation #

PPQ Strafanzeigennr.:

Date of Violation:

Datum der Strafanzeige:

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

Υπουργείο Γεωργίας των Ηνωμένων Πολιτειών
Προγράμματα Μάρκετινγκ και Κανονιστικών Ρυθμίσεων
Υπηρεσία Υγειονομικής Επιθεώρησης Ζώων και Φυτών
Προστασία και Καραντίνα Φυτών

Guidelines for Payment of Civil Penalties

Οδηγίες για την Πληρωμή Αστικών Προστίμων

You have been assessed a civil penalty in the following amount: \$

Σας έχει επιβληθεί ένα αστικό πρόστιμο που ανέρχεται στο ακόλουθο ποσό: \$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

Συμπληρώστε μία τραπεζική επιταγή ή εντολή πληρωμής πληρωτέα στο: **Treasury of the United States**

Mail the cashier's check or money order to the following address:

Ταχυδρομήστε την επιταγή ή την εντολή πληρωμής στην ακόλουθη διεύθυνση:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

Η τραπεζική επιταγή και η εντολή πληρωμής πρέπει να εκδοθούν σε τράπεζα των Η.Π.Α.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

Το οφειλόμενο ποσό πρέπει να ταχυδρομηθεί στην παραπάνω διεύθυνση ή να πληρωθεί αυτοπροσώπως μέσα σε διάστημα 3 ημερών από την ημέρα που διαπιστώθηκε η παράβαση.

Please return this notice with your payment. Thank you.

Παρακαλούμε επιστρέψτε αυτήν την ειδοποίηση μαζί με το οφειλόμενο ποσό. Ευχαριστούμε.

PPQ Violation #

Αρ. παράβασης PPQ:

Date of Violation:

Ημερομηνία παράβασης:

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

משרד החקלאות של ארצות הברית
תוכניות שיווק ותקנות
שירות הפיקוח על בריאות בעלי חיים והצמחים
הגנת הצומח והסגרים

Guidelines for Payment of Civil Penalties

הנחיות לתשלומי קנסות אזרחיים

You have been assessed a civil penalty in the following amount: \$

הוטל עליך קנס בסך \$.....

Make out a cashier's check or a money order payable to: **Treasury of the United States**

אנא הכן שק בנקאי או המחאת תשלום
לפקודת **Treasury of the United States**.

Mail the cashier's check or money order to the following address:

שלח את השק או את המחאת התשלום לכתובת הבאה:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

השק הבנקאי או המחאת התשלום חייבים להיות משוכים על בנק אמריקאי.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

על התשלום להישלח לכתובת הנ"ל או להיפרע אישית תוך שלושה ימים מהיום שנקבעה ההפרה.

Please return this notice with your payment. Thank you.

אנא חזר הודעה זו יחד עם התשלום.
בתודה,

PPQ Violation #

הפרה לפי חוק הגנת הצומח והסגרים מס'

Date of Violation:

מועד ההפרה

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

संयुक्त राज्य कृषि विभाग (यू एस डी ए)
विपणन एवं नियामक कार्यक्रम
जंतु एवं पादप (पौधा) स्वास्थ्य निरीक्षण कार्यक्रम
पादप रक्षा एवं संक्रामक रोग से बचाव हेतु
पृथक्करण

Guidelines for Payment of Civil Penalties

जन संबंधी जुर्माना के भुगतान हेतु निर्देश

You have been assessed a civil penalty in the following amount: \$

आप पर निम्न राशि का जुर्माना निर्धारित किया गया है: \$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

कैशियर (खुजांची) चेक या मनी आर्डर भेजें जो निम्न को देय हो: **Treasury of the United States**

Mail the cashier's check or money order to the following address:

अपना कैशियर चेक या मनी आर्डर निम्न पते पर डाक द्वारा भेजें:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

कैशियर चेक या मनी आर्डर का भुगतान यु. एस. बैंक से किया जाना चाहिए।

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

भुगतान की राशि उपरोक्त पते पर डाक की जानी चाहिए या उल्लंघन के मूल्यांकन की तिथि के 3 दिनों के भीतर व्यक्तिगत रूप से वापस की जानी चाहिए।

Please return this notice with your payment. Thank you.

कृपया अपने भुगतान के साथ यह सूचना (पत्र) वापस करें।

PPQ Violation #

पी पी क्यू उल्लंघन नंबर

Date of Violation:

उल्लंघन की तिथि:

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

**Dipartimento di Agricoltura degli Stati Uniti
D'America (USDA)**
Marketing e Programmi Normativi
Servizio di Ispezione Sanitaria di Animali e Piante
Difesa Fitosanitaria e Quarantena

Guidelines for Payment of Civil Penalties**Direttive Generali per il Pagamento di
Sanzioni Civili**

You have been assessed a civil penalty in
the following amount: \$

Avete ricevuto una sanzione civile per
l'ammontare di: USD\$

Make out a cashier's check, or a money
order payable to: **Treasury of the United
States**

Il pagamento dovrà essere effettuato tramite
assegno circolare o vaglia postale
rilasciabile al: **Ministero del Tesoro degli
Stati Uniti d'America**

Mail the cashier's check or money order to
the following address:

Inviare l'assegno circolare o il vaglia postale
al seguente indirizzo:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check, or money order must
be drawn on a U.S. bank.

L'assegno circolare o il vaglia postale
devono essere emessi da una banca
statunitense.

Payment must be mailed to the address
above or returned in person within 3 days
from the date the violation was assessed.

Il pagamento deve essere effettuato per
posta al suddetto indirizzo, o di persona,
entro 3 giorni dalla data di emissione della
contravvenzione stessa.

Please return this notice with your payment.
Thank you.

Inviare questo avviso insieme al vostro
pagamento.
Grazie.

PPQ Violation #

Contravvenzione PPQ N°

Date of Violation:

Data della Contravvenzione:

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

米国農務省
マーケティングおよび規制プログラム
動植物衛生検査サービス
植物保護と検疫

Guidelines for Payment of Civil Penalties**民事罰金支払のガイドライン**

You have been assessed a civil penalty in the following amount: \$

民事罰金額 : \$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

支払指図書または郵便為替の支払先 :
Treasury of the United States

Mail the cashier's check or money order to the following address:

支払指図書または郵便為替の郵送先 :

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

支払指図書または為替は米国銀行振出のものでなければなりません。

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

罰金は、罰金が課せられた日から3日以内に上記の住所に郵送、または直接届けられなければなりません。

Please return this notice with your payment. Thank you.

この書面を罰金と一緒に提出してください。ありがとうございます。

PPQ Violation #

PPQ 違反番号

Date of Violation:

違反日 :

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

미국 농무부
마케팅 및 규제 프로그램
동식물 검역 서비스
식물 방역 및 검역

Guidelines for Payment of Civil Penalties**벌과금 부과 가이드라인**

You have been assessed a civil penalty in the following amount: \$

귀하에게는 다음과 같은 벌과금이 부과되었습니다. \$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

은행 보증 수표 또는 우편환으로 납부. 수령인: **Treasury of the United States**

Mail the cashier's check or money order to the following address:

은행 보증 수표나 우편환을 다음 주소로 우송하십시오.

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

은행 보증 수표 또는 우편환은 미국 은행에서 발행된 것이어야만 합니다.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

벌과금은 판정일로부터 3일 이내에 위의 주소로 우송하거나 직접 납부해야 합니다.

Please return this notice with your payment. Thank you.

벌과금과 함께 본 통지서도 제출하십시오. 감사합니다.

PPQ Violation #

PPQ 위반 번호

Date of Violation:

위반 일자

FIGURE P-1-16: Prepared English/Korean Letter of Instruction

APHIS **Travelers Aid**

United States Department of Agriculture
 Marketing and Regulatory Programs
 Animal and Plant Health Inspection Service
 Plant Protection and Quarantine

ກະຊວງກະສິກຳ ສະຫະລັດ
 ແຜນການ ການຕະຫຼາດ ແລະ ການຈັດແບ່ງ
 ບໍລິການ ກວດສຸກຂະໜາບ ຕົ້ນໄມ້ ແລະ ສັດລ້ຽງ
 ໄລຍະກວດ ແລະ ຮັກສາຕົ້ນໄມ້

Guidelines for Payment of Civil Penalties

ບັນດາຄຳແນະນຳໃນການມອບເງິນປັບໃໝພົນລະເຮືອນ

You have been assessed a civil penalty in the following amount: \$

ທ່ານຖືກປັບໃໝພົນລະເຮືອນເປັນຈຳນວນເງິນ: \$

Make out a cashier’s check or a money order payable to: **Treasury of the United States**

ເຮັດເປັນເຊັກເງິນສົດຫຼືເປັນຄຳສັ່ງການສຳລະໃຫ້: **Treasury of the United States**

Mail the cashier’s check or money order to the following address:

ສົ່ງ ເຊັກເງິນສົດ ຫຼື ຄຳສັ່ງການສຳລະເຖິງບ່ອນຢູ່ຕາມນີ້:

USDA, APHIS, IES
 4700 River Road, Unit 85
 Riverdale, MD 20737-1234

USDA, APHIS, IES
 4700 River Road, Unit 85
 Riverdale, MD 20737-1234

The cashier’s check or money order must be drawn on a U.S. bank.

ເຊັກເງິນສົດຫຼືຄຳສັ່ງການສຳລະຕ້ອງໄດ້ຖອນອອກຈາກທະນາຄານ ອາເມລິກາ.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

ການສຳລະຕ້ອງໄດ້ສົ່ງເຖິງບ່ອນຢູ່ຂ້າງເທິງ ຫຼືມອບໂດຍກົງໃນໄລຍະ 3 ວັນນັບແຕ່ມີກະທຳຜິດ.

Please return this notice with your payment. Thank you.

ກະລຸນາສົ່ງແຈ້ງການດັ່ງກ່າວຄືນ ພ້ອມທັງເງິນສຳລະຂອບໃຈ.

PPQ Violation #

PPQ ກະທຳຜິດ #

Date of Violation:

ມີກະທຳຜິດ:

FIGURE P-1-17: Prepared English/Laotian Letter of Instruction

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

Departament rolnictwa Stanów Zjednoczonych
Program kontroli i nadzoru rynku
Służba kontroli fitosanitarnej i weterynaryjnej
Ochrona i kwarantanna roślin

Guidelines for Payment of Civil Penalties

Sposób zapłaty grzywny

You have been assessed a civil penalty in the following amount: \$

Nalożono na Państwa grzywnę w wysokości: dolarów USA.

Make out a cashier's check or a money order payable to: **Treasury of the United States**

Należy wystawić czek bankierski lub polecenie zapłaty na rzecz: **Treasury of the United States**

Mail the cashier's check or money order to the following address:

Następnie ten czek lub polecenie zapłaty należy przesłać na adres:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

Czek bankierski lub polecenie zapłaty powinno być wystawione przez bank w Stanach Zjednoczonych.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

Płatność powinna być przesłana na powyższy adres lub uiszczona osobiście w terminie trzech dni od nałożenia grzywny.

Please return this notice with your payment. Thank you.

Do zapłaty należy załączyć niniejszy mandat.

PPQ Violation #

Nr ref. naruszenia przepisów:

Date of Violation:

Data naruszenia przepisów:

APHIS

Travelers Aid

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

Departamento de Agricultura dos Estados Unidos
Programas Fiscalizadores e de Marketing
Serviço de Inspeção de Produtos de Origem Animal
e Vegetal
Quarentena e Proteção para Produtos de
Origem Vegetal

Guidelines for Payment of Civil Penalties

Diretrizes para o Pagamento de Multas

You have been assessed a civil penalty in the following amount: \$

Você foi multado em: \$

Make out a cashier's check, or a money order payable to: **Treasury of the United States**

Preencha um cheque em seu nome ou envie uma ordem de pagamento para: **Treasury of the United States**

Mail the cashier's check or money order to the following address:

Envie o cheque ou a ordem de pagamento por correio para o seguinte endereço:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check, or money order must be drawn on a U.S. bank.

A ordem de pagamento ou o cheque deve ser sacado em um banco norte-americano.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

O pagamento deve ser enviado por correio para o endereço acima ou pago pessoalmente dentro de 3 dias a partir da data da infração.

Please return this notice with your payment. Thank you.

Envie este aviso junto com o pagamento. Obrigado.

PPQ Violation #

Infração de Quarentena e Proteção para Produtos de Origem Vegetal nº:

Date of Violation:

Data da Infração:

FIGURE P-1-19: Prepared English/Portuguese Letter of Instruction

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

Departamentul Agriculturii al Statelor Unite
Programe de Marketing și Reglementare
Serviciul de Inspecție al Sănătății Animalelor și Plantelor
Protecția Plantelor și Carantina

Guidelines for Payment of Civil Penalties

You have been assessed a civil penalty in the following amount: \$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

Mail the cashier's check or money order to the following address:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

Please return this notice with your payment. Thank you.

PPQ Violation #

Date of Violation:

Instrucțiuni privind plata amenzilor civile

Vi s-a emis o amendă civilă în valoare de: \$

Completați un cec bancar sau un ordin de plată plătitibil pentru: **Treasury of the United States**

Trimiteți cecul sau ordinul de plată prin poștă la următoarea adresă:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

Cecul bancar sau ordinul de plată trebuie adresat unei bănci din Statele Unite ale Americii.

Plata trebuie trimisă prin poștă la adresa mai sus-indicată sau depusă personal în decurs de 3 zile de la data stabilirii încălcării legii.

Vă rugăm să returnați această înștiințare împreună cu plata. Vă mulțumim.

Nr. încălcare lege PPC:

Data încălcării legii:

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

Министерство сельского хозяйства США
Программы маркетинга и регулирования
Инспекция защиты животных и растений
Защита растений и карантин

Guidelines for Payment of Civil Penalties

Указания по оплате административных штрафов

You have been assessed a civil penalty in the following amount: \$

Вам назначен административный штраф в следующем размере: _____ долларов США

Make out a cashier's check or a money order payable to: **Treasury of the United States**

Выпишите банковский чек или сделайте почтовый перевод на имя: **Treasury of the United States**

Mail the cashier's check or money order to the following address:

Отправьте чек или почтовый перевод по следующему адресу:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

Банковский чек или почтовый перевод должны быть выписаны на банк США.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

Платежный документ должен быть отправлен почтой по указанному выше адресу или доставлен лично в течение 3-х дней с даты назначения штрафа за нарушение.

Please return this notice with your payment. Thank you.

Приложите к платежному документу настоящее извещение. Спасибо.

PPQ Violation #

№ нарушения по PPQ

Date of Violation:

Дата нарушения:

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

Departamento de Agricultura de Estados Unidos
Programas de Marketing y Reglamentación
Servicio de inspección de sanidad vegetal y animal
Protección y cuarentena vegetal

Guidelines for Payment of Civil Penalties

You have been assessed a civil penalty in the following amount: \$

Make out a cashier's check, or a money order payable to: **Treasury of the United States**

Mail the check or money order to the following address:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check, or money order must be drawn on a U.S. bank.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

Please return this notice with your payment. Thank you.

PPQ Violation #

Date of Violation:

USDA is an equal opportunity provider and employer.

Lineamientos generales para el pago de sanciones civiles

Usted ha recibido una sanción civil por el monto de: US\$

Emita su cheque de caja, o giro postal a nombre de: **Treasury of the United States**

Envíe el cheque o giro postal a la siguiente dirección:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

El cheque de caja, o giro postal debe ser emitido contra un banco estadounidense.

El pago debe ser enviado a la dirección precedente o entregado en persona dentro de los 3 días a partir de la fecha en que se determinó la infracción.

Envíe esta notificación junto con el pago. Gracias.

Infracción PPQ N.º:

Fecha de la infracción:

USDA es un proveedor y empleador con oportunidades equitativas.

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

Pangasiwaan sa Agrikultura ng Estados Unidos
Mga Programa para sa Regulasyon at
Pagsasamerkado
Serbisyo Para sa Pagsusuri ng Kalusugan ng Hayop
at Halaman
Pagpoprotekta ng Halaman at Kwarantina

Guidelines for Payment of Civil Penalties**Mga Alituntunin para sa Pagbabayad ng mga Multang Sibil**

You have been assessed a civil penalty in the following amount: \$

Pinapatawan ka ng isang multang sibil (civil penalty) sa halagang: \$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

Magsulat ng isang cashier's check o isang money order na ibabayad sa pangalan ng: **Treasury of the United States**

Mail the cashier's check or money order to the following address:

Ipadala ang cashier's tseke o money order sa pamamagitan ng koreo papunta sa sumusunod na address:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

Ang cashier's check o money order ay kailangang manggagaling sa isang bangko sa Estados Unidos.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

Ang kabayaran ay kailangang ipadala sa pamamagitan ng koreo papunta sa address sa itaas o ihatid nang personal sa loob ng 3 araw mula sa petsa nang mapagpasyahan ang paglabag.

Please return this notice with your payment. Thank you.

Pakibalik ang paunawa na ito kasama ang iyong kabayaran.

PPQ Violation #

PPQ Paglabag #

Date of Violation:

Petsa ng Paglabag:

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

กรมการเกษตรแห่งสหรัฐ
โครงการด้านการตลาดและการควบคุมจัดการ
งานบริการตรวจสอบสุขภาพสัตว์และพืช
การคุ้มครองและการกักกันพืช

Guidelines for Payment of Civil Penalties**คำแนะนำในการชำระค่าปรับ**

You have been assessed a civil penalty in the following amount: \$

คุณถูกประเมินว่าจะต้องเสียค่าปรับเป็นจำนวนเงินทั้งสิ้น: ดอลลาร์

Make out a cashier's check or a money order payable to: **Treasury of the United States**

ส่งจ่ายแคชเชียร์เช็ค หรือธนาคณัติถึง:
Treasury of the United States

Mail the cashier's check or money order to the following address:

ส่งแคชเชียร์เช็คหรือธนาคณัติไปยังที่อยู่ด้านล่างนี้ :

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

แคชเชียร์เช็คหรือธนาคณัติต้องขึ้นเงินกับธนาคารในสหรัฐ

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

ต้องส่งเช็คเงินสด หรือธนาคณัติไปตามที่อยู่ข้างต้น หรือนำมาชำระด้วยตนเองภายใน 3 วัน นับแต่วันที่ประเมินการละเมิด

Please return this notice with your payment. Thank you.

กรุณาส่งคืนหนังสือฉบับนี้ด้วยเมื่อทำการชำระเงินขอขอบคุณ

PPQ Violation #

การละเมิดเลขที่

Date of Violation:

วันที่ละเมิด:

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

Amerika Birleşik Devletleri Tarım Bakanlığı
Pazarlama ve Mevzuat Programları
Hayvan ve Bitki Sağlığı Muayene Servisi
Bitki Koruma ve Karantina

Guidelines for Payment of Civil Penalties

Cezaları Ödenmesiyle İlgili İlkeler

You have been assessed a civil penalty in the following amount: \$

Aşağıdaki miktarda bir ceza aldınız: \$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

Treasury of the United States'ne bir kasa çeki veya havale yapın

Mail the cashier's check or money order to the following address:

Çek veya havaleyi aşağıdaki adrese gönderin:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

Kasa çeki veya havale bir ABD bankasından yapılmalıdır.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

Ödemenin, ihlalin değerlendirilmesinden sonraki 3 gün içinde yukarıdaki adrese postayla gönderilmesi veya elden ulaştırılması gerekir.

Please return this notice with your payment. Thank you.

Lütfen bu bildirimini de ödemenizle birlikte iade edin. Teşekkür ederiz.

PPQ Violation #

BKK İhlal No.

Date of Violation:

İhlal Tarihi:

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

متحدہ ریاست محکمہ زراعت (یو ایس ڈی اے)
مارکیٹنگ اور ریگولیشن (ضبط و انضباط سے متعلق) پروگرام
حیوانات اور نباتات کی صحت کے معائنہ کی خدمت
تحفظ نباتات اور علیحدگی (قرنطینہ)

Guidelines for Payment of Civil Penalties

شہری جرمانے کی ادائیگی کی ہدایات

You have been assessed a civil penalty in the following amount: \$

آپ پر مندرجہ ذیل رقم کا شہری جرمانہ مقرر کیا گیا ہے: \$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

کیشیئر (خزانچی) چیک یا منی آرڈر بھیجیں جو درج ذیل
Treasury of the United States کو واجب الادا ہو:

Mail the cashier's check or money order to the following address:

کیشیئر (خزانچی) اپنا چیک یا منی آرڈر درج ذیل پتے پر
بذریعہ ڈاک بھیجیں:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

کیشیئر چیک یا منی آرڈر کی ادائیگی یو ایس
(متحدہ ریاست) بینک سے کی جانی چاہئے۔

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

ادائیگی کی رقم مذکورہ بالا پتے پر ڈاک کی جانی چاہئے یا
خلاف ورزی کی تشخیص کے 3 دنوں کے اندر بذات
خود واپس کی جانی چاہئے۔

Please return this notice with your payment.
Thank you.

براہ کرم اپنی ادائیگی کی رقم کے ساتھ یہ نوٹس واپس بھیجیں۔
آپ کا شکریہ

PPQ Violation #

پی پی کیو کی خلاف ورزی نمبر

Date of Violation:

خلاف ورزی کی تاریخ:

APHIS

Travelers Aid

United States Department of Agriculture
Marketing and Regulatory Programs
Animal and Plant Health Inspection Service
Plant Protection and Quarantine

Bộ Nông Nghiệp Hoa Kỳ
Chương Trình Tiếp Thị và Điều Phối
Dịch Vụ Kiểm Tra Sức Khỏe Cây Trồng và
Vật Nuôi
Thời Gian Kiểm Dịch và Bảo Vệ Cây Trồng

Guidelines for Payment of Civil Penalties

You have been assessed a civil penalty in the following amount: \$

Make out a cashier's check or a money order payable to: **Treasury of the United States**

Mail the cashier's check or money order to the following address:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

The cashier's check or money order must be drawn on a U.S. bank.

Payment must be mailed to the address above or returned in person within 3 days from the date the violation was assessed.

Please return this notice with your payment. Thank you.

PPQ Violation #

Date of Violation:

Các Hướng Dẫn Nộp Tiền Phạt Dân Sự

Quý vị bị phạt dân sự với số tiền là: \$

Lập một séc tiền mặt hoặc lệnh thanh toán cho: **Treasury of the United States**

Gửi séc tiền mặt hoặc lệnh thanh toán đến địa chỉ sau đây:

USDA, APHIS, IES
4700 River Road, Unit 85
Riverdale, MD 20737-1234

Séc tiền mặt hoặc lệnh thanh toán phải được rút tại ngân hàng Mỹ.

Khoản thanh toán phải được gửi đến địa chỉ trên hoặc nộp trực tiếp trong vòng 3 ngày kể từ ngày vi phạm.

Vui lòng gửi lại thông báo này cùng với tiền thanh toán. Cảm ơn.

PPQ Vi phạm #

Ngày Vi phạm:

FIGURE P-1-27: Prepared English/Vietnamese Letter of Instruction

