



**United States Department of Agriculture  
 Animal and Plant Health Inspection Service  
 National Center for Import/Export  
 Veterinary Services  
 4700 River Road, Unit 40  
 Riverdale, MD 20737  
 Phone: (301) 734-3277 and Fax: (301) 734-8226**

**FACSIMILE TRANSMITTAL**

**On Hold Shipment Notification Form**

If your shipment has been placed on hold/quarantine by the United States Department of Agriculture and/or Department of Homeland Security, please complete this form and submit it along with the other requested documents to our office.

**The documents listed below must accompany the completed form:**

1. Airway Bill/Bill of Lading/Courier Tracking Receipt
2. Shipping Invoice/Manifest
3. Foreign Government Certification and/or Manufacturers Statement.
4. Valid Veterinary Services import permit (if applicable)
5. CBP document outlining the reason for the quarantine.

Airway Bill Number (if applicable): \_\_\_\_\_

Flight Information: \_\_\_\_\_

Bill of Lading (if applicable): \_\_\_\_\_

Vessel Name: \_\_\_\_\_

Container Number: \_\_\_\_\_

Other: Courier Name \_\_\_\_\_

Courier Tracking Number \_\_\_\_\_

Port of Entry: City \_\_\_\_\_ State \_\_\_\_\_

Date of Arrival at port of entry: \_\_\_\_\_

Phone & fax number of the port where the shipment is being held and Name of Inspector (if applicable)  
 \_\_\_\_\_

U.S. Importer/Consignee: Name \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Description of Material presently detained at the port of entry:

Name of product \_\_\_\_\_

Identification of animal origin ingredients/components by species (e.g. cow, sheep, horse, bird)  
 \_\_\_\_\_

Country of Origin \_\_\_\_\_

Country of Export \_\_\_\_\_

Has an Emergency Action Notice (EAN 523) been issued? (Ask your Broker?) YES \_\_\_\_\_ or NO \_\_\_\_\_

Payment Information: \_\_\_\_\_

Fax the completed packet to 301.734.8226. The cost to process the On-Hold Shipment is \$180.00 (*this is a processing fee and does not guarantee that the shipment will be released*) payable with APHIS User Fee Account, American Express, MasterCard or VISA. If using a credit card include the credit card number, expiration date and the cardholder's name. Should you have additional questions please call our office at 301.734.3277.