



INSTRUCTIONS FOR COMPLETION OF AN EU EXPORT CERTIFICATE REQUEST

1. Please read ALL directions before starting the process of completing a request form.
2. Companies with a current contract with the USDC Seafood Inspection Program may proceed to STEP 3. A company that does not have a current contract with the USDC Seafood Inspection Program needs to pre-pay for all certificates requested. Each certificate will require payment of \$103.50US. Payments must be made through the Pay.Gov website. [Click Here](#) to access the website.
 - a. Enter all information requested on the Pay.Gov website
 - b. Enter TEUCER as the vendor ID
 - c. The bill number should be left blank Click submit data
 - d. Fill in the payment information. Bank transfers are the first section; credit cards are in the second section. Click on continue
 - e. Enter your email and check the authorization box. Click submit payment
 - f. You will receive an email from pay.gov with your payment confirmation number. You will need to enter your “Agency Tracking ID” on your EU Export certificate request as proof of payment.
3. Choose the appropriate menu for product to be exported. All molluscan shellfish will use the specialized Molluscan Shellfish certificate. All other fishery product will use the Fishery Products certificate.
4. Identify the “Port of Entry” into the EU. Go to the menu for PDF Certificates and download the EU Export Certificate Request Form / EU Export Certificate appropriate to the port. The certificate is required to be completed in the language of the exporting country and the country of the “Port of Entry” into the European Union. All PDF certificates have already been formatted for English, choose the appropriate certificate for the country at port of entry.
5. All entries in the Request Form section are mandatory. (Including the “Agency Tracking ID.” This is your proof of payment and certificate will not be processed without payment. Contract companies will enter their USDC contract number)
6. Read directions for completion of EU Fishery Products Certificate and fill the export certificate template accordingly. http://www.seafood.nmfs.noaa.gov/EU_Certificates.html
7. Save the completed certificate and the request form to your computer, choose the appropriate office and then email them to the address listed below for that office.

Gloucester Massachusetts
Fairhaven
Delmarva and DC

Gloucester.Lot@noaa.gov
Fairhaven.Lot@noaa.gov
alan.thomas@noaa.gov and
austin.nute@noaa.gov

New Jersey

larry.hardwick@ag.state.nj.us, and
marvin.robinson@ag.state.nj.us



Philadelphia and eastern PA	William.Michener@dla.mil and philadelphiapafvppb@ams.usda.gov
Baltimore area	Norman.Upton@usda.gov
New York	NewYork.Lot@noaa.gov
Tampa/St. Pete Florida	Southfloridainspection@noaa.gov
Hollywood Florida	Southfloridainspection@noaa.gov
Mobile Alabama	Southfloridainspection@noaa.gov
Long Beach California	HaccpQmpCoordinator@noaa.gov
Seattle Washington	HaccpQmpCoordinator@noaa.gov
Dutch Harbor Alaska	HaccpQmpCoordinator@noaa.gov



SEAFOOD INSPECTION PROGRAM
U.S. DEPARTMENT OF COMMERCE
1315 EAST-WEST HIGHWAY
SILVER SPRING, MARYLAND 20910-3282
USA



REQUEST FOR INSPECTION SERVICES

COMPANY NAME

NAME OF REQUESTER

STREET ADDRESS

CITY

STATE

ZIP CODE

PHONE NO.

FAX NO.

EMAIL

LOCATION OF PRODUCT(s)

CITY

STATE

ZIP CODE

DATE OF REQUEST

DATE OF SHIPMENT

DELIVERY OF CERTIFICATES (choose one)

OVERNIGHT

CUSTOMER PICK-UP

AGENCY TRACKING ID



**UNITED STATES OF AMERICA
U.S. DEPARTMENT OF COMMERCE
Certificat Sanitaire
HEALTH CERTIFICATE
European Union - FR**



Date/Date

N° de référence/Reference number:

This certificate is admissible in all courts of the United States as prima facie evidence of the truth of the statements therein contained. This certificate does not excuse failure to comply with any Federal or State laws. WARNING: Any person who shall falsely make, issue, alter, forge, or certify, or participate in any action thereto, is subject to a fine of not more than \$1,000 or imprisonment for not more than one (1) year, or both (7 U.S.C. 1622 (h)).

Relatif aux produits de la pêche originaires des États-Unis et destinés à être exportés vers la Communauté européenne/For fishery products from United States and intended for export to the European Community

Pays expéditeur/Country of dispatch: États-Unis D'Amérique/United States of America

Autorité compétente¹/Competent authority¹: National Marine Fisheries Service - National Oceanic & Atmospheric Administration (NMFS-NOAA)

I. Identification des produits de la pêche/Details identifying the fishery products

Description des produits de la pêche/de l'aquaculture¹/Description of fishery/aquaculture¹ products: _____

- espèce (nom scientifique)/Species (scientific name): _____

- état et nature du traitement²/Presentation of product and type of treatment²: _____

Numéro de code (si disponible)/Code Number (where available): _____

Nature de l'emballage/Type of packaging: _____

Nombre d'unités d'emballage/Number of packages: _____

Poids net/Net weight: _____

Température requise pour l'entreposage et le transport/Requisite storage and transport temperature: _____

II. Origine des produits/Origin of products

Nom(s) et numéro(s) d'agrément/d'enregistrement officiel de l'établissement/des établissements enregistré(s) par la FDA ou le NMFS-NOAA¹ en vue de l'exportation vers la CE/Name(s) and official number(s) of premise (s) approved or registered by FDA, NMFS-NOAA¹ for export to the EC

III. Destination des produits/Destination of products

Les produits de la pêche sont expédiés/The products are dispatched

à partir/From: _____
(lieu d'expédition/place of dispatch)

vers/To: _____
(pays et lieu de destination/country and place of destination)

par le moyen de transport suivant/By the following means of transport: _____

Nom et adresse de l'expéditeur/Name and address of dispatcher: _____

Nom du destinataire et adresse du lieu de destination/Name of consignee and address at place of destination: _____

IV. Attestation sanitaire/Health attestation

L'inspecteur officiel certifie que les produits de la pêche désignés ci-dessus/The official inspector hereby certifies that the fishery products specified above:

- ont été capturés et manipulés à bord des navires et ont été débarqués, manipulés et, le cas échéant, préparés, transformés, congelés, décongelés, emballés, identifiés, stockés et transportés de façon hygiénique et conformément aux exigences des normes de police sanitaire du «Code of Federal Regulation», lesquelles ont été reconnues équivalentes à cet effet aux normes en vigueur dans la Communauté européenne en application de la décision 98/258/CE;/were caught and handled on board vessels and were landed, handled and where appropriate prepared, processed, frozen, thawed, packaged, marked, stored and transported hygienically and in compliance with the relevant United States public health standards requirements of the Code of Federal Regulation which have been recognized for this purpose as equivalent to the European Community standards as prescribed in Council Decision 98/258/EC;
- ont subi avec succès les contrôles organoleptiques, parasitologiques, chimiques et microbiologiques prévus pour certaines catégories de produits de la pêche par les normes de police sanitaire du «Code of Federal Regulation», lesquelles ont été reconnues équivalentes à cet effet aux normes en vigueur dans la Communauté européenne en application de la décision 98/258/CE;/have satisfactorily undergone health controls and organoleptic, parasitological, chemical and microbiological checks laid down for certain categories of fishery in compliance with the relevant United States public health standards requirements of the Code of Federal Regulation which have been recognized for this purpose as equivalent to the European Community standards as prescribed in Council Decision 98/258/EC;
- ne proviennent pas d'espèces toxiques ou contenant des biotoxines;/do not come from toxic species or species containing biotoxins;
- en outre, lorsqu'il s'agit de mollusques bivalves congelés ou transformés, ces mollusques proviennent des zones de production soumises à des conditions au moins équivalentes à celles fixées par la directive 91/492/CEE du Conseil du 15 juillet 1991 fixant les règles sanitaires régissant la production et la mise sur le marché de mollusques bivalves vivants./in addition, in the case of frozen or processed bivalve molluscs, the later have been gathered in production areas subject to conditions at least equivalent to those laid down in Council Directive 91/492/EEC of 15 July 1991 laying down the health conditions for the production and placing on the market of live bivalve molluscs.

Fait à/Done at _____ le/on _____
(lieu/Place) (Date/Date)

Cachet Officiel³/Official Stamp³

Signature de l'inspecteur officiel³/Signature of official inspector³
(Nom en majuscules, titre et qualité du signataire/Name in capital letters, capacity and qualifications of person signing)

¹ Rayer la mention inutile./Delete as appropriate.

² Vivant, réfrigéré, congelé, salé, fumé, en conserve./Live, refrigerated, frozen, salted, smoked, preserved,...

³ Le sceau et la signature doivent être d'une couleur différente de celle des autres mentions figurant sur le certificat./The color of the stamp and signature must be different from that of the other particulars in the certificate.