



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
Certificado Sanitario
HEALTH CERTIFICATE
European Union – ES**



Fecha/Date
Nº de referencia/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)).

para productos pesqueros procedentes de Estados Unidos y destinados a su exportación a la Comunidad Europea/**For fishery products from United States and intended for export to the European Community**

País expedidor/Country of dispatch: Estados Unidos de América/United States of America

Autoridad competente¹/Competent authority¹: Servicio Nacional de Pesquerías Marinas - Administración Nacional Oceánica y Atmosférica (NMFS-NOAA)/National Marine Fisheries Service - National Oceanic & Atmospheric Administration (NMFS-NOAA)

I. Identificación de los productos pesqueros/Details identifying the fishery products

Descripción de los productos de la pesca/de la acuicultura¹/Description of fishery/aquaculture¹ products: _____

- Especie (nombre científico)/Species (scientific name): _____

- Presentación del producto y tipo de tratamiento²/Presentation of product and type of treatment²: _____

Número de código (si existe)/Code Number (where available): _____

Tipo de embalaje/Type of packaging: _____

Número de embalajes/Number of packages: _____

Peso neto/Net weight: _____

Temperatura de almacenamiento y de transporte requerida/Requisite storage and transport temperature: _____

II. Origen de los productos/Origin of products

Nombre y número oficial de los locales aprobados o registrados por la FDA o el NMFS-NOAA¹ para exportar a la CE/Name(s) and official number(s) of premise (s) approved or registered by FDA, NMFS-NOAA¹ for export to the EC

III. Destino de los productos/Destination of products

Los productos se envían/The products are dispatched desde/From: _____ (lugar de expedición/place of dispatch)

hasta/To: _____ (país y lugar de destino/country and place of destination)

por el siguiente medio de transporte/By the following means of transport: _____

Nombre y dirección del expedidor/Name and address of dispatcher: _____

Nombre del consignatario y dirección en el lugar de destino/Name of consignee and address at place of destination: _____

IV. Certificación sanitaria/Health attestation

El inspector oficial certifica por la presente que los productos pesqueros mencionados/The official inspector hereby certifies that the fishery products specified above:

- se capturaron y manipularon a bordo de los buques, y fueron desembarcados, manipulados y, en su caso, preparados, transformados, congelados, descongelados, envasados, marcados, almacenados y transportados higiénicamente, cumpliendo las condiciones de salud pública exigidas en los Estados Unidos por el Código de Reglamentos Federales, reconocidas al efecto equivalentes a las normas de la Comunidad Europea establecidas en la Decisión 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;**
- han superado satisfactoriamente los controles sanitarios y las pruebas organolépticas, parasitológicas, químicas y microbiológicas establecidos para algunas categorías de productos pesqueros de conformidad con las condiciones exigidas en los Estados Unidos por el Código de Reglamentos Federales, reconocidas al efecto equivalentes a las normas de la Comunidad Europea establecidas en la Decisión 98/258/CE del Consejo; **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;**
- no proceden de especies tóxicas o que contengan biotoxinas/**do not come from toxic species or species containing biotoxins;**
- además, cuando se trate de moluscos bivalvos congelados o transformados, han sido obtenidos en zonas de producción autorizadas sometidas a condiciones, como mínimo, equivalentes a las establecidas en la Directiva 91/492/CEE del Consejo, de 15 de julio de 1991, por la que se fijan las normas sanitarias aplicables a la producción y puesta en el mercado de moluscos bivalvos. **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.**

Hecho/Done at _____ el/on _____ (Lugar/Place) (fecha/Date)

Sello Oficial³/Official Stamp³

Firma del inspector oficial³/Signature of official inspector³
(Nombre en mayúsculas, cargo y titulación del firmante/Name in capital letters, capacity and qualifications of person signing)

¹ Táchese lo que no proceda./Delete as appropriate.
² Vivos, refrigerados, congelados, en salmuera, ahumados, en conserva, etc./Live, refrigerated, frozen, salted, smoked, preserved,...
³ El color de la tinta del sello y la firma debe ser diferente del empleado para las otras indicaciones del certificado./The color of the stamp and signature must be different from that of the other particulars in the certificate.