

**INSTRUCTIONS FOR COMPLETING VETERINARY SERVICES (VS) FORM 17-129
APPLICATION FOR IMPORT OR INTRANSIT PERMIT**

General Information

1. VS Form 17-129 is an official document; however, copies may be made for future use.
2. Complete the entire application; incomplete applications will not be processed. The application must be legibly written or typed do not use abbreviations. Applicants whose applications are not correctly completed may not be notified.
3. Submit one application for each permit required. Allow 7-10 workings days to process your application.
4. There is a \$94.00 user fee charge for each application submitted. Payment is required before we can issue a permit. Payment can be made by check or money order made out to USDA, APHIS, bank cards (VISA, Mastercard or American Express), or through established credit with the Agency. See below for information on establishing a user fee credit account.
5. Method of payment must be indicated on the application. Applications that do not include payment method can not be processed.
6. If paying by credit card, include card number, expiration date, and name as it appears on the card. If any of this information is not included on the application, the application cannot be processed; applicant may not be notified.
7. Sign your application. Applications without a signature cannot be processed.
8. Indicate where and how you would like the permit sent.

Completing the Application

- | | |
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| Box 1 | Name and address of the shipper in the country of origin. |
| Box 2 | Name and address of importer or agent -- include name and telephone number. |
| Boxes 3 & 4 | Port of Embarkation and Country from which shipped. |
| Box 6 | (A) Number of animals. If shipment is semen or embryos, indicate the number of straws, etc.
(B) Breed of animal(s) - be exact - no abbreviations.
(C) Species of animal (s) - be exact.
(D) Description of animal(s) -- list according to species.
(E) Purpose of importation -- breeding, competition, show, racing. If racing, indicate event and dates. |

Box 7 Route of travel - be as specific as possible. Do not abbreviate.

Boxes 8 & 9 Exact dates are needed. Permits are valid for **14 days** from the proposed arrival date for live animals, semen, and embryos and **30 days** for birds, hatching eggs, and poultry.

Box 10 The first port of entry in the United States. In cases of transit shipments with more than one port of entry, list all carrier stops.

Box 11 Include the name and telephone number of the person to whom delivery of shipment will be made.

Box 12 May be the same information as Box 11. If different, provide information.

MAILING VS FORM 17-129

Faxed copies are accepted. After completing VS form 17-129 mail to:

USDA, APHIS, VS
Import Animals Branch
4700 River Rd - Unit 39
Riverdale, MD 20737-1231

Telephone (301) 734-8145 or 734-5097
Facsimile: (301) 734-4704

If you are using regular mail, please allow 7 to 14 for us to receive the application and 7 to 14 days for you to receive your permit.

THE ORIGINAL PERMIT MUST ACCOMPANY THE SHIPMENT.

To expedite this process, you may enclose a prepaid airway bill from the courier of your choice or (if applicable) provide us with your courier account number.

Establishing a User Fee Credit Account with APHIS

An account can be established by requesting an application from the following:

USDA, APHIS, ART
P.O. Box 3334
Minneapolis, MN 55403

-or-

User fee Helpline
1-877-777-2128
or (612) 370-2291

A form can also be downloaded from the following web site:

[Http://www.aphis.usda.gov/library/forms](http://www.aphis.usda.gov/library/forms), select: "APHIS 192"

* Persons transporting livestock over land more than 28 hours are required by Federal regulations to stop at an approved animal in-transit feed, water, and rest stations. The list of approved feed, water, and rest stations can be found at www.aphis.usda.gov/vs/ncie.