Dear Clients,

In accordance with U.S. federal regulations, all samples must be declared 48 hours prior to the shipping date and are subject to an import fee.

If your shipment is over 3 kg or urgent, we recommend declaring it .

If you are shipping samples frequently, we recommend opening an FWS eDec account and declaring your shipments yourself: [**eDecs**](https://edecs.fws.gov/).

Please note that if you request us to declare your samples, a federal declaration fee (normally $93) will be invoiced to you.

Important

### \* Clients using FedEx **Express** can skip this step, as FedEx manages clearance for FWS-regulated commodities. This does not apply to FedEx Ground or Standard delivery.

## Please complete this information:

1. ! Date of import (when samples arrive into the US - very important)

Click or tap to enter a date.

2. Name of carrier (DHL, Fedex, etc.)

Choose an item.

3. Air Waybill Number (Shipment tracking number)

Click or tap here to enter text.

4. Number of boxes you are shipping

Click or tap here to enter text.

5. Exporter address (Company name/foreign address/telephone/e-mail)

Click or tap here to enter text.

6. Exporter Contacts (Person, responsible for this shipment)

Full name and email

7. Species - Common Name

Click or tap here to enter text.

8. Species - [Scientific Name](https://www.fws.gov/species/search)

Click or tap here to enter text.

9. ! [**Source code** – click to view](#_Enter_the_appropriate)

Click or tap here to enter text.

10. Country of Species Origin (the last place the animal was alive)

Click or tap here to enter text.

Please attach these documents with your submission:

Commercial Invoice

Certification statement

Chain of Custody (COC) document

Courrier waybill (recommended

**SUBMIT HERE** **(Ctrl+ Click to follow link)**

## Enter the appropriate one-letter wildlife source code

|  |  |  |  |
| --- | --- | --- | --- |
| Plants that are artificially propagated, parts and derivatives | A | Pre-convention specimens | O |
| Animals bred in captivity (from parents that mated in captivity) | C | Specimens originating from a ranching operation | R |
| CITES Appendix I animals or plants commercially bred or  propagated in CITES registered facilities | D | Source unknown (lack of information must be justified) | U |
| Animals born in captivity (from parents that mated in the wild) or  animals that do not qualify as captive-bred under CITES | F | Specimens taken from the wild | W |
| Confiscated or seized specimens | I | Introduction from the sea | X |