

Instructions for completing PPQ Form 587  
Application for permit to import plants or plant products

**Please TYPE or PRINT legibly to complete. You must complete all of the boxes.**

1. Enter the name and street address of the person responsible for the importation. The applicant must be a United States resident. Enter the company name, if applicable. You may include a Post Office box address **in addition** to the street address. Enter your daytime telephone number, including the Area Code. Enter your facsimile number, including the Area Code.
2. Check the appropriate box. Select “New Permit,” if this is your first time applying for a plant or plant product permit. Select “Renewal,” if you want to renew a permit. Enter the permit number on the line provided and attach a copy of the permit you want to renew. Select “Amendment,” to change an existing permit, such as updating the address or telephone number. Enter the permit number on the line and attach a copy of the original permit.
3. In the first column, enter a country or countries from which you want to import the plants or plant products (various will not be accepted). In the second column, enter the scientific (Latin) name of each plant. If you do not know the scientific name(s), try to find out from the exporter. As a last resort, enter the English common name(s). In the third column, enter the type of plant parts you plan to import for each species. In the fourth column, enter the city and State of the preferred port(s) of arrival. If you do not know the port, enter “N/A”. (Check your permit when you receive it for the approved ports.)

**Special instructions for small lots of seed:** Small lots of eligible seed may be imported without a phytosanitary certificate with a written permit. See the permit unit website at <http://www.aphis.usda.gov/ppq/Q37/smalllotsseed.html> for help in determining eligibility. On the first line of the application, in Section 3, enter “SMALL LOTS OF SEED PROGRAM”. Starting on the second line, list the seed species and countries from which you want to ship each species. If the list of species and/or countries of origin is long, you may enter “eligible taxa”. By using this option, you are accepting responsibility for determining the eligibility of the seeds. A permit is issued for taxa that are enterable with no restrictions beyond port of entry inspection. If port of entry inspectors find prohibited or restricted seeds in your shipment, they will remove the ineligible kinds.

4. Check the appropriate box. Select “Propagation”, if the plants/plant parts will be planted or sold for planting. Select “Consumption” if the intended use is other than planting. If the intended use is research or if the plant/plant parts will be analyzed within a laboratory, select “Research: lab analysis”. Check “Growing” if the research involves growing.
5. Check the appropriate box or boxes that apply to the means of importation.

6. The applicant named in box #1 must sign the form.
7. Enter the date the form is completed and signed.

**If you attach additional sheets of paper, type or print PPQ Form 587, the applicant's name and the company name at the top of each page.**

Send the completed application by facsimile to (301) 734-5786, or mail to:

USDA-APHIS-PPQ  
Permit Unit  
4700 River Road, Unit 136  
Riverdale, MD 20737-1236

Call 1-877-770-5990 if you have questions.