

## ePermits – Screen Shots of the Access Process

The screenshot shows the USDA APHIS website home page. The browser title is "USDA - APHIS - Windows Internet Explorer" and the address bar shows "http://www.aphis.usda.gov/". The page header includes the USDA logo and the text "United States Department of Agriculture Animal and Plant Health Inspection Service". A navigation menu contains links for Home, About APHIS, Newsroom, Career Opportunities, Help, and Contact Us. A search bar is located at the top left. Below the search bar, there are sections for "Browse by Audience" and "Browse by Subject". The main content area is divided into several sections: "In the News" with a "More" link, "Federal Register Posts" with a "More" link, "Latest Publications" with a "More" link, and "Hot Issues" with a "More" link. On the right side, there is a "Related Topics" sidebar with a list of links including "Apply for a permit", "Apply for AWA licensing/registration", "Emergency Support Function #11 (ESF #11)", "FDA Reading Room", "Fruits and Vegetables Import Requirements (FAVIR) Database", "Horse Protection Act", "Jobs in APHIS", "Report a pest or disease", and "Report agricultural smuggling". Below the "Related Topics" sidebar, there is an "APHIS New Media" section with links for "RSS Feeds", "APHISgov", and "APHIS Channel". At the bottom of the page, there is a "Spotlights" section with a "More" link. The taskbar at the bottom shows several open windows, including "ePermits (APHIS) - Wind..." and "USDA - APHIS - Wind...".

APHIS Home Page – Look at right size of screen to “Related Topics”.

Click first bullet – Apply for a permit

The screenshot shows the USDA APHIS ePermits website. The main content area is titled "Permits" and includes a "Notification" section with a red header: "NOTIFICATION - Please be advised that effective October 1, 2010, APHIS Veterinary Service's National Center for Import and Export will be increasing the cost of user fees associated with processing import permit application(s)." Below this, there is a paragraph explaining the ePermits system and a "For your convenience" section. The page is organized into sections for "Apply for a VS Permit", "Veterinary Biologics Permits", "Apply for a CVB Permit", "Biotechnology Permits", "Apply Online for a BRS Notification or Permit", and "Plant Health Permits". On the right side, a "Related Topics" sidebar lists several links: "Learn about ePermits", "Register for ePermits", "Login to ePermits", "Contact ePermits Technical Support", and "Learn about eAuthentication".

ePermits – 2<sup>nd</sup> screen – Again look at right side in “Related Topics”.

Scroll to third bullet – click “Login to ePermits”

The screenshot shows the USDA APHIS ePermits website. The page title is "Permits" and the URL is "http://www.aphis.usda.gov/permits/bgn\_epermits.shtml". The page features a navigation menu with links for Home, About APHIS, Newsroom, Career Opportunities, Help, and Contact Us. A search bar is located at the top left. The main content area is titled "Login to ePermits" and includes a "Login" section with the following text:

Please note the following USDA eAuthentication account restrictions:

- After 180 days with no login, your USDA eAuthentication password will expire. To use the system again, you will need to unlock your password.
- After 400 days with no login, your USDA eAuthentication account will be disabled. To unlock your account, please contact the eAuthentication Helpdesk via mail [eAuthHelpDesk@fc.usda.gov](mailto:eAuthHelpDesk@fc.usda.gov) or call 800-457-3642. You may also visit the eAuthentication Help website <http://www.eauth.egov.usda.gov/eauthhelp.html>.
- To learn more about USDA eAuthentication password rules, see [http://www.eauth.egov.usda.gov/USDA%20eAuth%20Registration%20Job%20aid\\_v2.0.pdf](http://www.eauth.egov.usda.gov/USDA%20eAuth%20Registration%20Job%20aid_v2.0.pdf).
- Each person who uses USDA eAuthentication must use his or her own user id. No sharing is allowed. USDA reserves the right to terminate any account if this policy is violated.

If you have a user id and password, you may login to ePermits at: <https://epermits.aphis.usda.gov/epermits>

**eAuthentication User ID and Password contact information**

**Passwords:** If you are experiencing problems with your eAuthentication password or if you should need your password reset, please contact the APHIS eAuthentication Help Desk at 1-866-794-3827.

Contact the APHIS eAuthentication Help Desk if you have forgotten your password or if you need help resetting your password. For assistance, call 1-866-794-2827 (U.S. toll free) or 1-313-855-7888 (international).

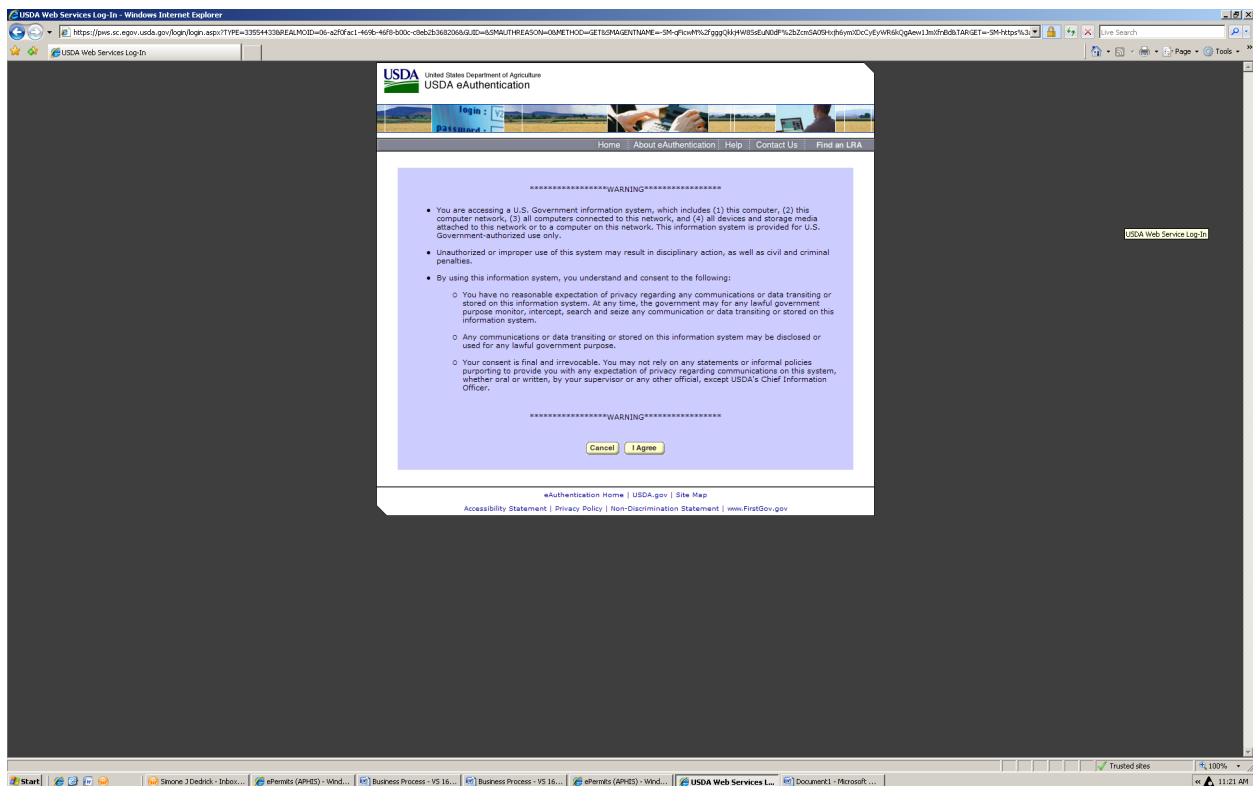
**Important:** Contact the help desk before your **third failed log on attempt**. Otherwise, you will need to wait 1 hour before the password can be reset.

**User IDs:** Users experiencing eAuthentication problems that involve more than password and user ID issues must still work through USDA's eAuthentication Help Desk. That number is 1-800-457-3642. For more information on eAuthentication, please visit <http://www.eauth.egov.usda.gov/index.html>.

At the bottom of the page, there is a footer with links for APHIS Home, USDA.gov, Site Map, Policies and Links, and a list of related topics including Learn about ePermits, Register for ePermits, Login to ePermits, Contact ePermits, Technical Support, and Learn about eAuthentication.

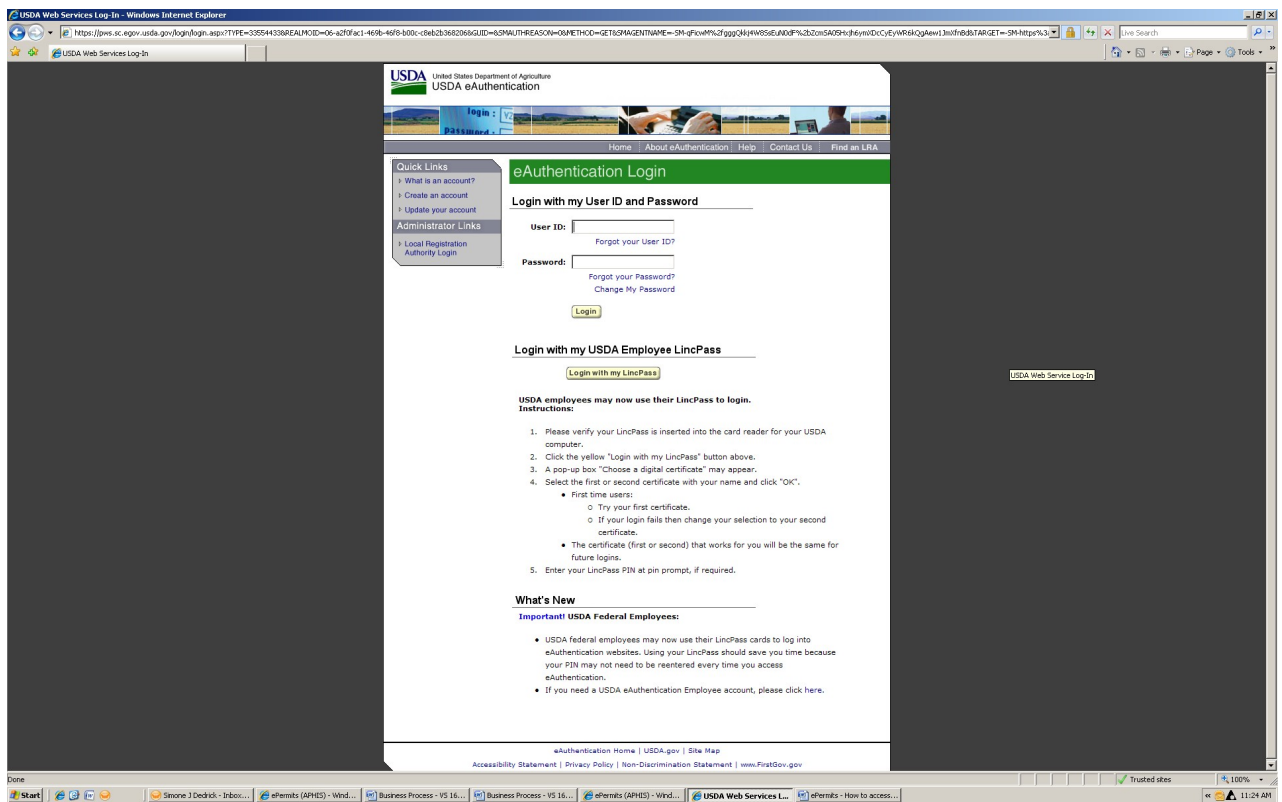
ePermits – 3<sup>rd</sup> screen – Read down under the Login section, until you locate: If you have a user id and password, you may login to ePermits at: <https://epermits.aphis.usda.gov/epermits>

Click on the url

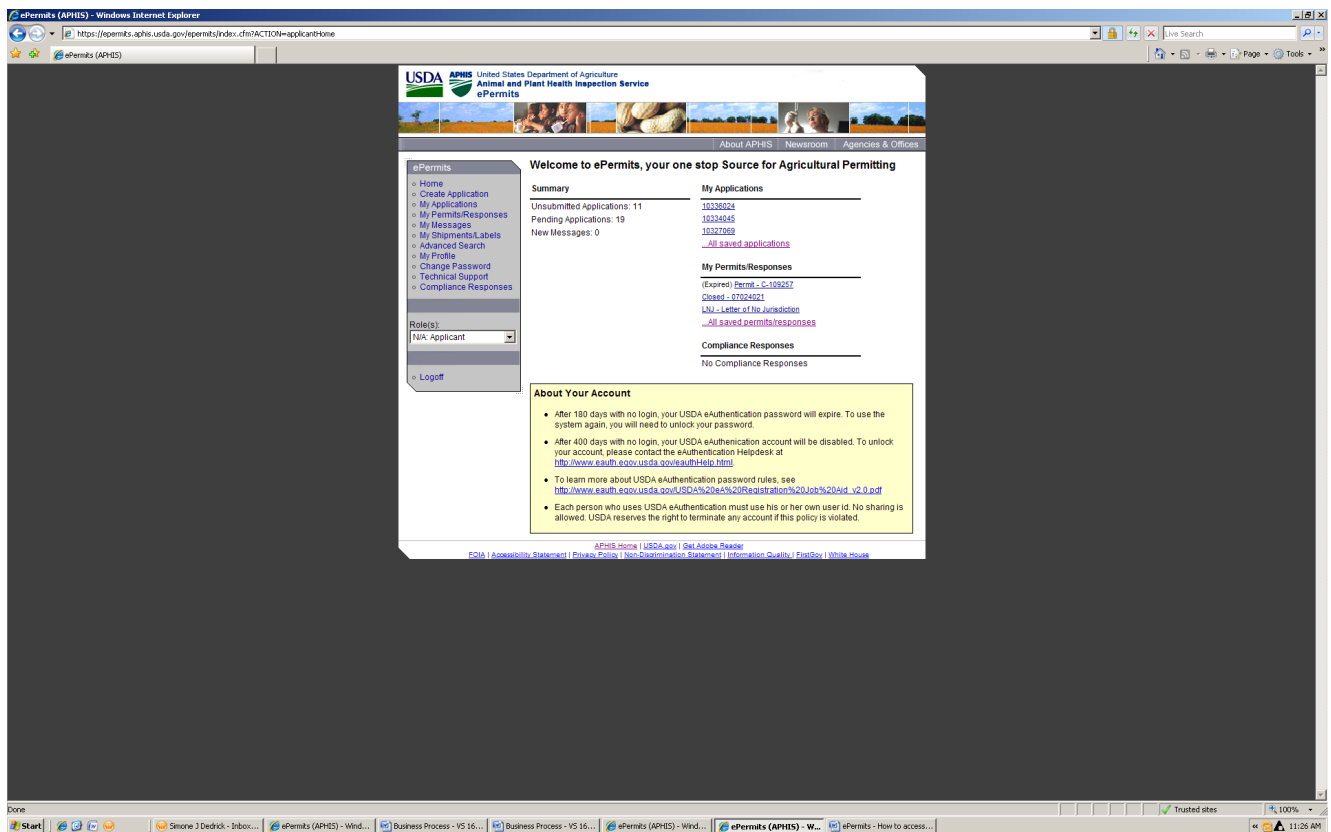


You are now at the eAuthentication page. If you are eAuthenticated at a Level 2 proceed with clicking “I Agree”.

If you are not eAuthenticated – it is required that you apply for the access.



Login using your eAuthentication UserID and password. Then click login.



Welcome to ePermits, your one stop Source for Agricultural Permitting.



---

U.S. Department Of Agriculture (USDA)

Animal and Plant Health Inspection Service (APHIS)

Veterinary Services (VS)

ePermits – Applicant Process

---

### **VS Form 16-3**

Application for Permit to Import Controlled Material or  
Transport Organisms or Vectors or Animal Products and By-  
Products

### **VS Form 16-7**

Application for Permit to Import Cell Cultures and Their  
Product

**VS Form 16-3**

<p><b>Failure to supply all applicable information can delay the processing of this application</b>      <b>PLEASE TYPE OR PRINT CLEARLY</b></p>																																			
<p>No controlled material, organisms or vectors may be imported or moved interstate unless the data requested on this form is furnished and certified (9 CFR 94.95, and 122).</p>	<p>According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0579-0015. The time required to complete this information collection is estimated to average between 1.6 and 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.</p>																																		
<p>FORM APPROVED OMB NO. 0579-0015</p>																																			
<p>U.S. DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE VETERINARY SERVICES National Center for Import-Export, Products Program 4700 River Road, Unit 40 Riverdale, MD 20737-1231</p> <p><b>APPLICATION FOR PERMIT TO: IMPORT OR TRANSPORT CONTROLLED MATERIAL OR ORGANISMS OR VECTORS</b></p>	<p>1. MODE OF TRANSPORTATION (Please 'X'):</p> <p><input type="checkbox"/> AIR    <input type="checkbox"/> SEA    <input type="checkbox"/> LAND    <input checked="" type="checkbox"/> ANY</p> <hr/> <p>2. U.S. Ports of Entry BUFFALO, NY</p> <hr/> <p>3. IMPORTER (Name, organization, complete address, telephone and fax number of individual who will receive and be responsible for the imported material)</p> <p><b>Name/Org.:</b> ePermits Test / USDA <b>Address:</b> 0000 Main Street, Reston, Virginia, 20190 <b>Mail:</b> 0000 Main Street, Reston, Virginia, 20190 <b>Tel/fax:</b> 000-000-0000 <b>Email:</b> sbhardwaj@3ht.com</p> <hr/> <p>4. SHIPPER(s): (Name and Address of producer/shipper) Various shippers within...China</p>																																		
<p>5. DESCRIBE THE MATERIAL TO BE IMPORTED (Provide the following information, as applicable: Animal species and tissue of origin of animal product, country of origin of the animals from which raw animal product was sourced, processing country, recombinant system and genetic inserts, antibody immunogens, stabilizers, nutritive factors of animal origin in media.) (COMPLETE VS FORM 16-7 for cell cultures and their products)</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <thead> <tr> <th style="text-align: left;">Material</th> <th style="text-align: left;">Country of Origin</th> <th style="text-align: left;">Species</th> <th style="text-align: left;">Cell Culture</th> </tr> </thead> <tbody> <tr> <td>Eggs - duck eggs</td> <td>China</td> <td>Avian(bird)</td> <td>No</td> </tr> </tbody> </table> <hr/> <p>6. QUANTITY, FREQUENCY OF IMPORTATION, AND EXPECTED COMPLETION DATE (estimate)</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <thead> <tr> <th style="text-align: left;">Material</th> <th style="text-align: left;">Quantity</th> <th style="text-align: left;">Frequency of Importation</th> <th style="text-align: left;">Expected Completion Date</th> </tr> </thead> <tbody> <tr> <td>Eggs - duck eggs</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <hr/> <p>7. PROPOSED USE OF MATERIAL AND DERIVATIVES (Also, for animal pathogens or vectors describe facilities/biosafety procedures)</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <thead> <tr> <th style="text-align: left;">Material</th> <th style="text-align: left;">Proposed Use</th> <th style="text-align: left;">Facilities / Biosafety Procedures</th> </tr> </thead> <tbody> <tr> <td>Eggs - duck eggs</td> <td>test</td> <td></td> </tr> </tbody> </table> <hr/> <p>8. IF FOR USE IN ANIMALS, SPECIFY THE ANIMAL SPECIES</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <thead> <tr> <th style="text-align: left;">Material</th> <th style="text-align: left;">Species</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table> <hr/> <p>9. TREATMENT OF MATERIAL PRIOR TO IMPORTATION INTO THE U.S (Processing/purification methods, including time at specific temperatures, pH, other treatments, disease safeguard etc.)</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <thead> <tr> <th style="text-align: left;">Material</th> <th style="text-align: left;">Treatment</th> </tr> </thead> <tbody> <tr> <td>Eggs - duck eggs</td> <td>tst</td> </tr> </tbody> </table> <hr/> <p>10. METHOD OF FINAL DISPOSITION OF IMPORTED MATERIAL AND DERIVATIVES</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <thead> <tr> <th style="text-align: left;">Material</th> <th style="text-align: left;">Method of Final Disposition</th> </tr> </thead> <tbody> <tr> <td>Eggs - duck eggs</td> <td>test</td> </tr> </tbody> </table>		Material	Country of Origin	Species	Cell Culture	Eggs - duck eggs	China	Avian(bird)	No	Material	Quantity	Frequency of Importation	Expected Completion Date	Eggs - duck eggs				Material	Proposed Use	Facilities / Biosafety Procedures	Eggs - duck eggs	test		Material	Species			Material	Treatment	Eggs - duck eggs	tst	Material	Method of Final Disposition	Eggs - duck eggs	test
Material	Country of Origin	Species	Cell Culture																																
Eggs - duck eggs	China	Avian(bird)	No																																
Material	Quantity	Frequency of Importation	Expected Completion Date																																
Eggs - duck eggs																																			
Material	Proposed Use	Facilities / Biosafety Procedures																																	
Eggs - duck eggs	test																																		
Material	Species																																		
Material	Treatment																																		
Eggs - duck eggs	tst																																		
Material	Method of Final Disposition																																		
Eggs - duck eggs	test																																		
<p>I CERTIFY AS AUTHORIZED BY THE COMPANY/INSTITUTION THAT I REPRESENT, THAT THIS MATERIAL WILL BE USED IN ACCORDANCE WITH ALL RESTRICTIONS AND PRECAUTIONS AS MAY BE SPECIFIED IN THE PERMIT.</p>																																			
<p>11. SIGNATURE OF APPLICANT Customer Copy of Application 09152043</p>	<p>12. TYPED NAME AND TITLE ePermits Test / USDA</p>																																		
<p>13. DATE 10/26/2010</p>	<p>14. APHIS USER FEE CREDIT ACCOUNT NO. OR METHOD OF USER FEE PAYMENT (for VISA or Mastercard include number and expiration date).  Payment Type: Money Order</p>																																		
<p>VS FORM 16-3 (NOV 99)</p>																																			

**VS Form 16-3  
(Application for Permit to Import or Transport Controlled  
Material or Organisms or Vectors)**



**VS Form 16-7**

PLEASE TYPE OR PRINT CLEARLY	
<p>Public reporting burden for this collection of information is estimated to average .333 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Agriculture, Clearance Officer, OIRM, Room 404-W, Washington, DC 20250; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.</p>	<p>FORM APPROVED OMB NO. 0579-0094</p>
<p><b>U.S. DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE VETERINARY SERVICES</b></p> <p><b>ADDITIONAL INFORMATION FOR CELL CULTURES AND THEIR PRODUCTS</b> (Monoclonal Antibodies, Recombinant Products, Extracts, Viruses, etc.) (Supplemental to VS Form 16-3)</p>	
1. CELL LINE OR REFERENCE NO.	2. COUNTRY OF ORIGIN OF CELL LINE
3. CELL LINE PASSAGE HISTORY	4. FOR HYBRIDOMA SPECIFY IMMUNOGEN & FUSION PARTNERS
5. FOR OTHERS SPECIFY ORIGIN OR DERIVATION (e.g. EBV transformation)	6. TYPE OF CULTURE MEDIA (BASIC OR "SPECIAL")
7. IDENTIFY MEDIA NUTRITIVE FACTORS (protein/nitrogen sources used and/or added). Specify <u>country of origin</u> , particularly animal origin (include species) supplements or nitrogen sources.	
8. COUNTRY OF ORIGIN AND SOURCE OF ENZYMES USED (e.g., trypsin)	
9. NAMES OF ANY ANIMAL VIRUSES STUDIED IN THE LAB WHERE THE CELL LINE ORIGINATES	
10. ADDRESS OF LAB WHERE MATERIAL ORIGINATED (if different from shipping lab)	
11. IF RECOMBINANT SPECIFY GENETIC INSERT	
12. POTENTIAL USE OF IMPORTED CELLS OR PRODUCTS (use of derivatives or extracts, immunogen for antibodies produced and production method)	
13. SIGNATURE	14. DATE
VS FORM 16-7 (MAR 95)	

**Figure 1: VS Form 16-7  
(Application for Permit to Import Cell Cultures and Their Products)**

## Create Application – Choose Program Office

The first page in the application workflow for applicants is the *Choose Program Office* screen.

**USDA APHIS** United States Department of Agriculture  
Animal and Plant Health Inspection Service  
ePermits

[Home](#)

### Create Application - Choose Program Office

Please select the program office you are applying permit application for, then select **Continue**.

Biotechnology Regulatory Services

Plant Protection & Quarantine

**Veterinary Services**

**Continue**

CREAPP-0001

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FDIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## Create Application – Choose Program Office screen

## Create Application – Choose Application Type

The screenshot shows the USDA APHIS ePermits interface. At the top left is the USDA APHIS logo and the text "United States Department of Agriculture Animal and Plant Health Inspection Service ePermits". A "Home" link is in the top right. The main heading is "Create Application - Choose Application Type for VS". Below this, a paragraph explains that the user has selected "Veterinary Services (VS)" and must choose an application type. Three radio button options are listed: "APHIS Form 2005 - Application for U.S. Veterinary Biological Product Permit", "VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors" (which is highlighted in yellow and selected), and "VS Notification of On-Hold Shipment". A "Continue" button is at the bottom right of the form area. The ID "CREAPP-0005" is in the bottom right corner. A footer contains a navigation menu with links for Home, Create Application, My Applications, My Permits/Responses, My Messages, My Shipments/Labels, Advanced Search, My Profile, Change Password, Technical Support, Compliance Responses, Get Adobe Reader, FOIA, Accessibility Statement, Privacy Policy, Non-Discrimination Statement, Information Quality, FirstGov, and White House.

USDA APHIS United States Department of Agriculture  
Animal and Plant Health Inspection Service  
ePermits

[Home](#)

### Create Application - Choose Application Type for VS

You have selected **Veterinary Services (VS)** as the program office. If this is correct, please select the correct application type for the permit you are applying for, then select **Continue**. If you have selected an incorrect program office you may go back by using the browser "Back" button.

- APHIS Form 2005 - Application for U.S. Veterinary Biological Product Permit
- VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors
- VS Notification of On-Hold Shipment

[Continue](#)


CREAPP-0005

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## Create Application – Choose Application Type (Applicant View)

## Select Agent Confirmation

This *Select Agent Confirmation* page is displayed to applicants only. The radio button choices are Yes or No. This field is required.

 **United States Department of Agriculture**  
**Animal and Plant Health Inspection Service**  
**ePermits**

[Home](#)

### Select Agent Confirmation

**Is this an application to import or transport a Select Agent?**

**No.** This is NOT an application to import or transport Select Agents.

**Yes.** This is an application to import or transport Select Agents.

**The following is a list of select agents and toxins which VS has considered select agents:**

African horse sickness virus	Goat pox virus
African swine fever virus	Hendra virus
Akabane virus	Japanese encephalitis virus
Avian influenza virus (highly pathogenic)	Lumpy skin disease virus
<i>Bacillus anthracis</i>	Malignant catarrhal fever virus (Alcelaphine herpesvirus type 1)
Bluetongue virus (exotic)	Menangle virus
Botulinum neurotoxin producing species of <i>Clostridium</i>	<i>Mycoplasma capricolum</i> AM, F38AM, <i>mycoides capri</i> (contagious caprine pleuropneumonia)
Bovine spongiform encephalopathy agent	<i>Mycoplasma mycoides mycoides</i> (contagious bovine pleuropneumonia)
<i>Brucella abortus</i>	Newcastle disease virus (velogenic)
<i>Brucella melitensis</i>	Nipah virus
<i>Brucella suis</i>	Peste des petits ruminants virus
<i>Burkholderia mallei</i>	Rift Valley fever virus
<i>Burkholderia pseudomallei</i>	Rinderpest virus
Camel pox virus	Sheep pox virus
Classical swine fever virus	Swine vesicular disease virus
<i>Coccidioides immitis</i>	Venezuelan equine encephalitis virus
<i>Cowdria ruminantium</i> (Heartwater)	Vesicular stomatitis virus (exotic)
<i>Coxiella burnetii</i>	
Eastern equine encephalitis virus	
Foot-and-mouth disease virus	
<i>Francisella tularensis</i>	

Additional information regarding the USDA Select Agent Program can be found at:

<http://www.selectagents.gov>

**Continue**

CREAPP-0094


[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## Select Agent Confirmation

Clicking on the [Select Agent](#) link opens a separate browser to display the APHIS Agricultural Select Agent Program page.

## Select Agent Warning

If the Applicant selects Yes on the Select Agent Confirmation page, the *Select Agent Warning* page is displayed and further processing is halted. This is because applicants are not permitted to submit select agent applications online.



United States Department of Agriculture  
Animal and Plant Health Inspection Service  
ePermits

[Home](#)

### Select Agent Warning

At this time you may not submit an application, amendment or renewal request for a select agent using ePermits. Please fax or mail a completed paper VS 16-3 application to USDA APHIS VS NCIE:

**Mail:** USDA APHIS VS NCIE  
4700 River Road  
Unit 2, Mailstop 22, Cub. 1A07  
Riverdale, MD 20737

**Fax:** (301)734-3652

If you have mistakenly answered the question incorrectly from the previous page please use the browser "Back" button to correct your answer.

CREAPP-0096

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## Select Agent Warning

## **Specify: New, Amendment or Renewal Application (Applicant View)**

The *Specify: New, Amendment or Renewal Application* screen allows users to specify whether the application is for a New, Amendment, or Renewal permit.

Applicants are given the option to select a permit number from a drop down. Permits which are eligible for amendment or renewal may be selected from the drop down. If a permit is not eligible, it is grayed out.

If an applicant attempts to submit an application for a permit more than 6 weeks before the expiration date, the following message is displayed:

**The Permit Number provided, 999999, is for a Permit that has more than 6 weeks to run, and so only qualifies for amendment now.**

If a user attempts to submit an application for a permit that has another application pending, the following message is displayed:

Permit 99999999 is not eligible for amendment or renewal because an in-process application already exists. Please contact Technical Support from the Home page for further information. Make sure to mention that the application has **not yet been fully processed**.

If a user attempts to submit a renewal/amendment application for a permit that is not eligible for some other reason, the following message is displayed:

Please select this permit, C-000105, by clicking the drop-down arrow above and then clicking the permit number.

If a permit is being renewed or amended, all data from the previous application, including attachments but excluding the certification checkbox and the payment information, is brought forward and defaulted into the amendment/renewal application.

USDA APHIS United States Department of Agriculture  
Animal and Plant Health Inspection Service  
ePermits

[Home](#)

**Specify: New, Amendment or Renewal Application**

\* = required

New Application       Amendment Application       Renewal Application

Select Permit:  [Display Selected Permit](#)

\* or

Enter Permit Number if not found above:

Issuance Date:        Expiration Date:

\* = required

CREAPP-0042

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## New, Amendment or Renewal Application (Applicant View)

### Type of 16-3

If the application is not for a select agent, this page requires the Applicant to specify the type of permit.

The options are:

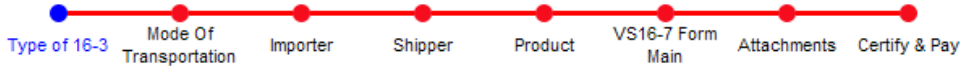
1. Animal By-Products
2. Organisms or Vectors (bacteria, viruses, fungi, etc.)





## VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors

Application No. 10189016



### Type of 16-3

#### VS Form 16-3

Failure to supply all applicable information can delay the processing of this application.

No controlled material, organisms or vectors may be imported or moved interstate unless the data requested on this form is furnished and certified (9 CFR 94, 95, and 122).

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0579-0015. The time required to complete this information collection is estimated to average between 1.8 and 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

U.S. DEPARTMENT OF AGRICULTURE  
ANIMAL AND PLANT HEALTH INSPECTION SERVICE  
VETERINARY SERVICES  
National Center for Import-Export, Products Program  
4700 River Road, Unit 40  
Riverdale, MD 20737-1231  
**APPLICATION FOR PERMIT TO:**  
IMPORT OR TRANSPORT CONTROLLED MATERIAL OR  
ORGANISMS OR VECTORS

\* = Required field

\* Do you want to apply for a permit to import or transport a Select Agent?

No

Yes

\* Are you applying for a permit to import or transport  
**Animal By-Products or Organisms or Vectors?**


Animal By-Products

Organisms or Vectors (bacteria, viruses, fungi, etc.)

Continue

VS0163-010-080

## Type of 16-3: Initial Applicant View




United States Department of Agriculture  
Animal and Plant Health Inspection Service  
ePermits

[Home](#) [Printable Version](#)

### VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors

Application No. 10062017



Type of 16-3   Mode Of Transportation   Importer   Shipper   Product   VS16-7 Form Main   Attachments   Certify & Pay

#### Type of 16-3

##### VS Form 16-3

Failure to supply all applicable information can delay the processing of this application.

---

No controlled material, organisms or vectors may be imported or moved interstate unless the data requested on this form is furnished and certified (9 CFR 94, 95, and 122).

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0579-0015. The time required to complete this information collection is estimated to average between 1.6 and 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

---

U.S. DEPARTMENT OF AGRICULTURE  
ANIMAL AND PLANT HEALTH INSPECTION SERVICE  
VETERINARY SERVICES  
National Center for Import-Export, Products Program  
4700 River Road, Unit 40  
Riverdale, MD 20737-1231

APPLICATION FOR PERMIT TO:

IMPORT OR TRANSPORT CONTROLLED MATERIAL OR ORGANISMS OR VECTORS

---

\* Are you applying for a permit to import or transport **Animal By-Products** or **Organisms or Vectors**?

Animal By-Products

Organisms or Vectors (bacteria, viruses, fungi, etc.)

---

[Continue](#)

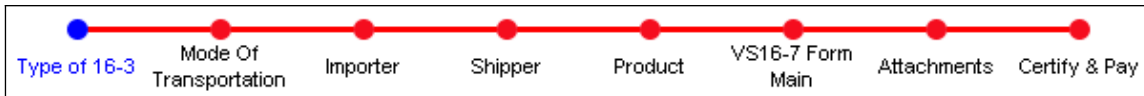
VS0163-010-080

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## Type of 16-3 Applicant View


**Note:** The navigation aid called the “Train Stops” is available on the screens from this point on.

18



## Mode Of Transportation

The *Mode of Transportation* page enables the applicant to select the Mode of Transportation and U.S. Ports of Entry. The available choices for the Mode of Transportation are Air, Sea, Land, and Any. The user may select multiple points of entry by holding down the Ctrl key.



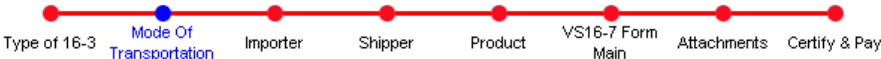
United States Department of Agriculture  
**Animal and Plant Health Inspection Service**  
 ePermits

---

[Home](#)
[Printable Version](#)

### VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors

Application No. 10062017



#### Mode Of Transportation

\* = Required field

1. \* Mode of Transportation

2. \* U.S. Ports of Entry Hold down the Ctrl key to select multiple ports using your mouse

-- Select --

ALCAN, AK

ALEXANDRIA BAY, NY

ANCHORAGE, AK

AS APPLICABLE

ATLANTA, GA

BALTIMORE, MD

BLAINE, WA

BOSTON, MA

BROWNSVILLE, TX

BUFFALO, NY

CANADIAN BORDER PORTS

CHARLESTON, SC

CHARLOTTE, NC

CHICAGO, IL

CINCINNATI, OH

CINCINNATI, OH

CLEVELAND, OH

CLINTON FIELD AIRPORT, WILMINGTON, OH

COLUMBUS, OH

Select NOT APPLICABLE for domestic shipments.  
 Select applicable port(s) for shipments from outside the U.S.


VS0163-001-001

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## Mode Of Transportation

## Importer Information

For the VS16-3, the applicant is the importer. The *Importer Information* page provides a means to enter the applicant's name, address, and contact information. Importer name, organization and address will default from the user's profile if the application is being keyed by the applicant.

 United States Department of Agriculture  
**Animal and Plant Health Inspection Service**  
ePermits

[Home](#) [Printable Version](#)

### VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors

Application No. 10069003

Type of 16-3: [Mode Of Transportation](#) **[Importer](#)** [Shipper](#) [Product](#) [VS16-7 Form Main](#) [Attachments](#) [Certify & Pay](#)

#### Importer Information

\* = Required field

**3. Importer** (Name, organization, complete address, telephone and fax number of individual who will receive and be responsible for the Imported Material)

Title:  -- Select --

\* First Name:

Middle Name:

\* Last Name:

Click here if you are applying as an individual not associated with an organization (company or institution).

**OR**

\* Organization:

P.O.Box is not acceptable

\* Street Address Line 1:

Street Address Line 2:

\* City:

Country: United States

\* State: -- Select --

\* Zip Code:

\* Day Telephone:  -  -

Day Extension:

Fax Telephone:  -  -

Alternate Telephone:  -  -

Alternate Extension:

Primary Email Address:

Check if Mailing Address is the same as the Street Address entered above.

\* Mailing Address 1:

Mailing Address 2:

\* City:

Country: United States

\* State: -- Select --

\* Zip Code:

VSD163-002-108

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## Importer Information

### Unknown City and ZIP Code Combination

Data validation checks are performed by the system for the address information entered on the Importer Information page, Shipper Information page, and the Originating Lab Entry page on the 16-7. The system checks to see that both that the zip code itself is valid and also that the combination of city and ZIP code are valid. If either data validation fails, then the Unknown City and ZIP Code Combination page is displayed. If the combination of city and zip code is not valid, the user has the ability to bypass the error and continue.

Below is the screen displayed for an invalid city and zip code combination entered on the Importer Information page.

The screenshot displays the USDA APHIS ePermits interface. At the top, the USDA and APHIS logos are visible, along with the text "United States Department of Agriculture Animal and Plant Health Inspection Service ePermits". Below the logos, there are navigation links for "Home" and "Printable Version". The main heading reads "VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors" with "Application No. 10069003". A progress bar shows the current step as "Importer" (highlighted in blue), with other steps including "Type of 16-3", "Mode Of Transportation", "Shipper", "Product", "VS16-7 Form Main", "Attachments", and "Certify & Pay".

The error message is titled "Unknown City and ZIP Code Combination" and includes a legend: "\* = Required field". The error details are as follows:

<b>Street Address</b>	
The Entered ZIP Code does not exist. If you want to change the ZIP Code, then go back to the previous page.	
Entered ZIP Code	50000
Entered City	Richmond
Entered State	VA - Virginia

At the bottom of the error box, there are two buttons: "Back to Change ZIP Code" and "Continue". The footer of the page contains a navigation menu with links such as "Home", "Create Application", "My Applications", "My Permits/Responses", "My Messages", "My Shipments/Labels", "Advanced Search", "My Profile", "Change Password", "Technical Support", "Compliance Responses", "Get Adobe Reader", "FOIA", "Accessibility Statement", "Privacy Policy", "Non-Discrimination Statement", "Information Quality", "FirstGov", and "White House". The page ID "VS0163-002-110" is also visible in the bottom right corner.

### Unknown City and ZIP Code



## 1.1 VS0163-003-112 Unknown City and ZIP Code Combination

Below is the screen displayed for an invalid city and zip code combination entered on the Shipper Information page.

The screenshot shows the USDA APHIS ePermits application interface. At the top, the USDA and APHIS logos are displayed alongside the text "United States Department of Agriculture Animal and Plant Health Inspection Service ePermits". Below the logos is a navigation bar with "Home" and "Printable Version" links. The main heading reads "VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors" with "Application No. 10188008". A progress bar below the heading shows steps: Type of 16-3, Mode Of Transportation, Importer, Shipper (highlighted in blue), Product, VS16-7 Form Main, Attachments, and Certify & Pay. The "Street Address" section contains an error message: "The Entered ZIP Code does not exist. If you want to change the ZIP Code, then go back to the previous page." Below this message, the entered information is listed: Entered ZIP Code: 99000, Entered City: Richmond, and Entered State: VA - Virginia. At the bottom of the form are two buttons: "Back to Change ZIP Code" and "Continue". The footer includes the application ID "VS0163-003-112" and a list of links: Home, Create Application, My Applications, My Permits/Responses, My Messages, My Shipments/Labels, Advanced Search, My Profile, Change Password, Technical Support, Compliance Responses, Get Adobe Reader, FOIA, Accessibility Statement, Privacy Policy, Non-Discrimination Statement, Information Quality, FirstGov, and White House.

USDA APHIS United States Department of Agriculture  
Animal and Plant Health Inspection Service  
ePermits

Home Printable Version

**VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors**  
Application No. 10188008

Type of 16-3 Mode Of Transportation Importer **Shipper** Product VS16-7 Form Main Attachments Certify & Pay

**Unknown City and ZIP Code Combination**

\* = Required field

**Street Address**

The Entered ZIP Code does not exist. If you want to change the ZIP Code, then go back to the previous page.

Entered ZIP Code 99000

Entered City Richmond

Entered State VA - Virginia

Back to Change ZIP Code Continue

VS0163-003-112

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

Figure 2: Unknown City and ZIP Code Combination

## Quantity of Shippers (Shipper Information)

The *Quantity of Shippers* page provides a means for the applicant to indicate that specific shippers will be entered or that there will be various shippers. If the user elects to enter specific shippers, the next page will be the Shipper Summary page. If there are too many shippers to enter, the user can select one of the Various Shippers options and bypass the shipper entry pages.

USDA APHIS United States Department of Agriculture  
Animal and Plant Health Inspection Service  
ePermits

Home Printable Version

VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors  
Application No. 10062017

Type of 16-3 Mode Of Transportation Importer **Shipper** Product VS16-7 Form Main Attachments Certify & Pay

### Quantity of Shippers

**4. Shipper**

Specify the Name and Address of one or more **domestic** producers/shippers

Specify the Name and Address of one or more **foreign** producers/shippers

If there are too many domestic or foreign shippers to enter on the application, then select the following:

Various shippers within the U.S.

Various shippers outside the U.S.

Various shippers within...

Country: -- Select --

Describe (if other):

Continue

VS0163-003-011

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## Quantity of Shippers (Shipper Information)



## Shipper Summary

The *Shipper Summary* page provides a means for the applicant to view the name and organization of each of the shippers entered, as well as edit and delete existing shippers. If no shippers have been entered, then the summary box displays ‘No Shippers entered yet’. If the “Specify the Name and Address of one or more...” radio button was selected on the previous page, then the application requires at least one shipper to be entered.

USDA APHIS United States Department of Agriculture  
Animal and Plant Health Inspection Service  
ePermits

Home Printable Version

VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors  
Application No. 10062017

Type of 16-3 Mode Of Transportation Importer Shipper Product VS16-7 Form Main Attachments Certify & Pay

### Shipper Summary

4. Shipper(s)

Edit	Shipper	Delete
No Shippers entered yet		

Enter New Shipper Done Entering Shippers

VS0163-003-016

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## Shipper Summary

## Shipper Information

The *Shipper Information* page provides a means for the applicant to enter a shipper's name, address, and contact information (multiple shippers may be entered).

**USDA APHIS** United States Department of Agriculture  
Animal and Plant Health Inspection Service  
ePermits

Home Printable Version

### VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors

Application No. 10062017

Type of 16-3 Mode Of Transportation Importer **Shipper** Product VS16-7 Form Main Attachments Certify & Pay

#### Shipper Information

\* = Required field

#### 4. Shipper

**Failure to supply a complete address and contact information can delay the processing of this application**

Title:  -- Select --

First Name:

Middle Name:

Last Name:

\*  Click here if the Shipper is not an organization (company or institution).

**OR**

\* Organization:

\* Street Address Line 1:

Street Address Line 2:

\* City:

\* Country: -- Select --

Postal Code:

Day Telephone:

Fax Telephone:

**Continue**

VS0163-003-015

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## Shipper Information

## Product Summary

The *Product Summary* page provides a means for the applicant to enter multiple products for each application and view, edit, and delete the products entered.

The screenshot displays the USDA APHIS ePermits interface. At the top, the USDA and APHIS logos are visible, along with the text "United States Department of Agriculture Animal and Plant Health Inspection Service ePermits". Below the logos, there are links for "Home" and "Printable Version". The main heading is "VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors" with "Application No. 10062017". A progress bar shows the current step is "Product". Below the progress bar, the "Product Summary" section is titled "5. Material". It contains a table with two rows of material entries. Each row has "Edit" and "Copy" icons on the left and a "Delete" icon on the right. At the bottom of the table, there are two buttons: "Enter New Product" and "Done Entering Product". The footer contains a list of navigation links and the identifier "VS0163-004-017".

Edit	Copy	Material to be Imported/Transported	Country of Origin	Species	Delete
		<a href="#">Aerococcus</a>	Australia	Bacterial	
		<a href="#">Aspergillus spp.</a>	Australia	Bacterial	

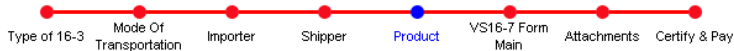
## Product Summary

Using the icons available, the user can edit, copy, or delete the material(s) displayed.

## **Product Information**

The *Product Information* page provides a means for the applicant to enter data about the material to be imported. Multiple species and countries may be selected. If the user selects Yes in the radio button to indicate that the material is a cell culture or cell culture product, then the next several pages will require the user to enter information for the VS16-7 form. If the application is not for a cell culture or cell culture product the next page is the attachment page.

**VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors**  
**Application No. 10062017**



**Product Information**

\* = Required Field

**5. Describe the Material to be Imported** (Provide the following information, as applicable: Animal species and tissue of origin of animal product, country of origin of the animals from which the raw animal product was sourced, processing country, recombinant system and genetic inserts, antibody immunogens, stabilizers, nutritive factors of animal origin in media.) (COMPLETE VS FORM 16-7 for cell cultures and their products)

\* Material:    
 Description:

\* Is the material a cell culture or cell culture product?    Yes    No

*Answering "Yes" may require a VS Form 16-7 to be submitted with this application.*

Country of Origin	Species	Delete
Country of Origin: <input type="text" value="-- Select --"/>	Describe (if Other): <input type="text"/>	<input type="button" value="X"/>
Species: <input type="text" value="-- Select --"/>	Describe (if Other): <input type="text"/>	<input type="button" value="X"/>
<input type="button" value="Add"/>		

**6. Quantity, Frequency of Importation, and Expected Completion Date (estimate):**

Quantity:   
 Frequency of Importation:   
 Expected Completion Date:

**7. Proposed use of Material and Derivatives:**

\*   
 Also, for animal pathogens or vectors describe facilities/biosafety procedures:

**8. If For Use in Animals, Specify the Animal Species:**

Species	Delete
Species: <input type="text" value="-- Select --"/>	Describe (if Other): <input type="text"/>
<input type="button" value="Add"/>	

**9. Treatment of Material Prior to Importation into the U.S.** (processing/purification methods, including time at specific temperatures,pH, other treatments, disease safeguards, etc.):

\*

**10. Method of Final Disposition of Imported Material and Derivatives:**

\*

Do you want to copy this material?    Yes    No

VS0163-004-022

**Product Information**

## VS 16-7 Summary


Each material entered on the 16-3 Material page that was identified as a cell culture requires an additional 16-7 application. The *VS16-7 Summary* page allows the user to view, edit, and delete 16-7 Forms.

The screenshot shows the USDA APHIS ePermits interface. At the top, the USDA and APHIS logos are displayed alongside the text "United States Department of Agriculture Animal and Plant Health Inspection Service ePermits". Below the header, there are navigation links for "Home" and "Printable Version". The main heading reads "VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors" with "Application No. 10069006". A progress bar below the heading shows steps: Type of 16-3, Mode Of Transportation, Importer, Shipper, Product, VS16-7 Form (highlighted in blue), Attachments, and Certify & Pay. Below the progress bar, there are links for "VS 16-7 Form", "Media Nutritive Factors", "Enzymes Used", "Viruses Studied", "Originating Lab", and "Genetic Insert/Potential Use". The "VS16-7 Summary" section is titled "Materials containing cell culture or cell culture products". It features a blue bar with "Edit VS Form 16-7" (with a pencil icon), "Material to be imported/Transported" (with a link to "Antibodies, monoclonal - Antibodies for testing"), and "Delete VS Form 16-7" (with a trash icon). A grey button labeled "Done With VS 16-7 Forms" is located at the bottom right of the summary section. The footer contains a long list of navigation links including Home, Create Application, My Applications, My Permits/Responses, My Messages, My Shipments/Labels, Advanced Search, My Profile, Change Password, Technical Support, Compliance Responses, Get Adobe Reader, FOIA, Accessibility Statement, Privacy Policy, Non-Discrimination Statement, Information Quality, FirstGov, and White House. The ID "VS0163-005-055" is visible in the bottom right corner.

## VS16-7 Summary

## VS 16-7 Information

The VS16-7 Information page is used to enter the additional information (16-7) for cell cultures and their products.

 **United States Department of Agriculture**  
**Animal and Plant Health Inspection Service**  
**ePermits**

[Home](#) [Printable Version](#)

### VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors

Application No. 10069006

Type of 16-3  Mode Of Transportation  Importer  Shipper  Product  VS16-7 Form Main  Attachments  Certify & Pay

[VS 16-7 Form](#) | [Media Nutritive Factors](#) | [Enzymes Used](#) | [Viruses Studied](#) | [Originating Lab](#) | [Genetic Insert/Potential Use](#)

#### VS16-7 Information

\* = Required Field

**VS FORM 16-7**  
Public reporting burden for this collection of information is estimated to average .333 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Agriculture, Clearance Officer, OIRM, Room 404-W, Washington, DC 20250; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

**U.S. DEPARTMENT OF AGRICULTURE**  
**ANIMAL AND PLANT HEALTH INSPECTION SERVICE**  
**VETERINARY SERVICES**  
**ADDITIONAL INFORMATION FOR CELL CULTURES AND THEIR PRODUCTS**  
**(Monoclonal Antibodies, Recombinant Products, Extracts, Viruses, etc.)**  
**(Supplement to VS Form 16-3)**

**Material:** Antibodies, monoclonal - Antibodies for testing

**1. Cell Line or Reference Number**  
\*Would you prefer to enter the Cell Line or the Reference Number?  
 Cell Line  Reference Number  
\*Cell Line / Reference Number:

**2. Country of Origin of Cell Line**  
\* -- Select --

**3. Cell Line Passage History**

**4. For Hybridoma Specify Immunogen & Fusion Partners**  
\*Is the Cell Culture for Hybridoma?  Yes  No  
Immunogen:   
Fusion Partners:

**5. For Others Specify Origin or Derivation (e.g. EBV transformation)**

**6. Type of Culture Media (Basic or Special)**  
\*  Basic  Special

VS0163-005-027

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## VS16-7 Information

### Media Nutritive Factors Summary

The *Media Nutritive Factors Summary* page is part of VS 16-7 and is used to enter the Media Nutritive Factors, its Country of Origin, and Species information.

VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors  
Application No. 10069006

Type of 16-3 | Mode Of Transportation | Importer | Shipper | Product | **VS16-7 Form Main** | Attachments | Certify & Pay

VS 16-7 Form | [Media Nutritive Factors](#) | [Enzymes Used](#) | [Viruses Studied](#) | [Originating Lab](#) | [Genetic Insert/Potential Use](#)

#### Media Nutritive Factors Summary

\* = Required Field

**Material:** Antibodies, monoclonal - Antibodies for testing

**7. Identify Media Nutritive Factors** (protein/nitrogen sources used and/or added)  
Specify country of origin, particularly animal origin (include species) supplements or nitrogen sources.

Media Nutritive Factors	Country of Origin	Species	Delete
Select		Describe (if Other)	
* Media Nutritive Factors: -- Select --			
* Country of Origin: -- Select --			
* Species: -- Select --			

Add

Continue

VS0163-005-032

### Media Nutritive Factors Summary

### Country of Origin and Source of Enzymes Used Summary

The *Country of Origin and Source of Enzymes Used Summary* page is part of VS 16-7 and is used to enter the Enzymes Used, its Country of Origin, and Species information.



VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors  
Application No. 10069006

Type of 16-3 | Mode Of Transportation | Importer | Shipper | Product | **VS16-7 Form Main** | Attachments | Certify & Pay

VS 16-7 Form | Media Nutritive Factors | **Enzymes Used** | Viruses Studied | Originating Lab | Genetic Insert/Potential Use

**Country of Origin and Source of Enzymes Used Summary**

\* = Required Field

**Material:** Antibodies, monoclonal - Antibodies for testing

**8. Country of Origin & Source of Enzymes Used** (e.g. trypsin)

Enzymes Used	Country of Origin	Species	Delete
Select		Describe (if Other)	
* Enzymes Used: -- Select --		<input type="text"/>	
* Country of Origin: -- Select --		<input type="text"/>	
* Species: -- Select --		<input type="text"/>	
<b>Add</b>			

**Continue**

VS0163-005-035

### Country of Origin and Source of Enzymes Used Summary

### Animal Virus Studied Summary

The *Animal Virus Studied Summary* page is part of the VS 16-7 and is used to enter the Name(s) of any viruses studied in the lab where the cell line originated.

VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors  
Application No. 10069006

Type of 16-3 | Mode Of Transportation | Importer | Shipper | Product | **VS16-7 Form Main** | Attachments | Certify & Pay

VS 16-7 Form | Media Nutritive Factors | Enzymes Used | **Viruses Studied** | Originating Lab | Genetic Insert/Potential Use

**Animal Virus Studied Summary**

**Material:** Antibodies, monoclonal - Antibodies for testing

**9. Names of Any Animal Viruses Studied in the Lab Where the Cell Line Originates**

Animal Virus Studied	Delete
<b>No Animal Viruses Studied found</b>	
Virus: <input type="text"/>	
<b>Add</b>	

**Continue**

VS0163-005-042

### Animal Virus Studied Summary

## Originating Labs Summary

The *Originating Labs Summary* page is part of the VS 16-7. It allows the user to enter multiple originating labs and to view, edit, and delete existing originating lab information.

**VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors**  
**Application No. 10069006**

Type of 16-3 | Mode Of Transportation | Importer | Shipper | Product | **VS16-7 Form Main** | Attachments | Certify & Pay

VS 16-7 Form | Media Nutritive Factors | Enzymes Used | Viruses Studied | **Originating Lab** | Genetic Insert/Potential Use

**Originating Labs Summary**  
**Material:** Antibodies, monoclonal - Antibodies for testing

**10. Address of Lab Where Material Originated**

Edit	Lab Organization	Lab Address	Delete
<b>No Originating Laboratories entered yet</b>			

VS0163-005-049

## Originating Labs Summary

## Originating Lab Address Information

The *Originating Lab Address Information* page is part of VS 16-7 and is used to enter the originating lab name, address, and contact information.

**VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors**  
**Application No. 10069006**

Type of 16-3 | Mode Of Transportation | Importer | Shipper | Product | **VS16-7 Form Main** | Attachments | Certify & Pay

VS 16-7 Form | Media Nutritive Factors | Enzymes Used | Viruses Studied | **Originating Lab** | Genetic Insert/Potential Use

### Originating Lab Address Information

\* = Required field

**Material:**

**10. Address of Lab Where Material Originated**

Title:  -- Select --

\* First Name:

Middle Name:

\* Last Name:

Organization:

\* Street Address Line 1:

Street Address Line 2:

\* City:

\* Country: -- Select --

State: -- Select --

Postal Code:

\* Day Telephone:

Fax Telephone:

[Continue](#)

VS0163-005-046

## Originating Lab Address Information

## Genetic Insert and Potential Use

The *Genetic Insert and Potential Use* page is part of VS 16-7 and is used to enter the Genetic Insert (if recombinant) and the Potential Use of the imported cells or products.

**VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors**  
**Application No. 10069006**

Type of 16-3 | Mode Of Transportation | Importer | Shipper | Product | **VS16-7 Form Main** | Attachments | Certify & Pay

VS 16-7 Form | Media Nutritive Factors | Enzymes Used | Viruses Studied | Originating Lab | [Genetic Insert/Potential Use](#)

### Genetic Insert and Potential Use

**Material:** Antibodies, monoclonal - Antibodies for testing  
\* = Required field

**11. If Recombinant, Specify Genetic Insert**

Is the Cell Culture recombinant?  Yes  No

Genetic Insert:

**12. Potential Use of Imported Cells or Products**  
(use of derivatives or extracts, immunogen for antibodies produced and production method.)

\*

**Continue**

VS0163-005-050

## Genetic Insert and Potential Use

## Attachments Summary

The *Attachments Summary* page provides a means for the applicant to add and delete files as attachments to the application.

The screenshot displays the USDA APHIS ePermits interface. At the top, the USDA and APHIS logos are shown alongside the text "United States Department of Agriculture Animal and Plant Health Inspection Service ePermits". Below this is a navigation bar with "Home" and "Printable Version" links. The main heading reads "VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors" with "Application No. 10062017". A progress bar below the heading shows steps: Type of 16-3, Mode Of Transportation, Importer, Shipper, Product, VS16-7 Form Main, Attachments (highlighted with a blue dot), and Certify & Pay. The "Attachments Summary" section contains a table with one header row: "Attachment File Name" and "Delete". Below the table, it states "No Attachments found". There is a "Choose a file to attach" section with a text input field, a "Browse..." button, and an "Attach" button. A "Done with Attachments" button is located at the bottom right of the section. The footer includes a navigation menu with links like "Home", "Create Application", "My Applications", "My Permits/Responses", "My Messages", "My Shipments/Labels", "Advanced Search", "My Profile", "Change Password", "Technical Support", "Compliance Responses", "Get Adobe Reader", "FOIA", "Accessibility Statement", "Privacy Policy", "Non-Discrimination Statement", "Information Quality", "FirstGov", and "White House". The ID "VS0163-006-056" is visible in the bottom right corner.

## Attachments Summary

Note: The current attachment types currently allowed in ePermits are: txt, html, htm, doc, wp, wpd, xls, pdf, gif, jpeg, jpg, bmp, vsd, docx, docm. The Attach button verifies that the filename extension is that of an acceptable type of file (i.e. it is not a potentially damaging type of file, such as an exe or vb).

## Certify & Pay

The Certify & Pay page provides a means for the user to certify the application as well as pay the processing fee. Applicants must submit a payment in order to continue.

**USDA APHIS** United States Department of Agriculture  
Animal and Plant Health Inspection Service  
ePermits

Home Printable Version

### VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors

Application No. 10062017

Type of 16-3 Mode Of Transportation Importer Shipper Product VS16-7 Form Main Attachments **Certify & Pay**

#### Certify & Pay

\* = Required

\*  I CERTIFY, AS AUTHORIZED BY THE COMPANY/INSTITUTION THAT I REPRESENT, THAT THIS MATERIAL WILL BE USED IN ACCORDANCE WITH ALL RESTRICTIONS AND PRECAUTIONS AS MAY BE SPECIFIED IN THE PERMIT.

**Payment:**

Request Type: New Application  
Processing Fee: \$137.00  
Select Payment Type:  
 On-Line Credit Card  
 Mail-in Check  
 Money Order  
 APHIS User Account APHIS User Fee Account Number:

**Continue**

VS0163-011-072

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## Certify & Pay Applicant View

If Credit Card is selected as the type of payment, then the Credit Card Payment page will be the next page displayed. Otherwise, the Application Submitted page will be displayed.

## Credit Card Payment

The *Credit Card Payment* page allows applicants to make online credit card payments. This page transitions the applicant to Pay.gov for paying the processing fee. The applicant will complete the pay.gov pages as instructed. If the user selects “Change Payment Type”, they are returned to the Certify & Pay page.

The screenshot shows the USDA APHIS ePermits interface. At the top left, the USDA and APHIS logos are displayed alongside the text "United States Department of Agriculture Animal and Plant Health Inspection Service ePermits". A "Printable Version" link is visible in the top left corner. The main heading reads "VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors" with "Application No. 10069006" below it. A progress bar indicates the current step is "Certify & Pay", with other steps including "Type of 16-3", "Mode Of Transportation", "Importer", "Shipper", "Product", "VS16-7 Form Main", and "Attachments". The "Credit Card Payment" section contains the following text: "You indicated that you would like to pay now using a credit card. If this is not correct, click on the **Change Payment Type** button to go back to the previous page and select a different payment type. Otherwise, click on the **Pay Now** button." Below this text is a "Pay Now" button and a "Change Payment Type" button. The footer includes the identifier "VS0163-011-064" and a navigation menu with links for Home, Create Application, My Applications, My Permits/Responses, My Messages, My Shipments/Labels, Advanced Search, My Profile, Change Password, Technical Support, Compliance Responses, Get Adobe Reader, FOIA, Accessibility Statement, Privacy Policy, Non-Discrimination Statement, Information Quality, FirstGov, and White House.

## Credit Card Payment

## Online Payment (thru Pay.gov): Step 1: Enter Payment Information

If the applicant clicks the 'Pay Now' button on the Credit Card Payment page, the applicant transitions to Pay.gov a secure system that allows electronic payments to be made to Federal Government Agencies.

The applicant enters the required fields, as indicated by an asterisk (\*), on the pay.gov page. The Account Holder Name, Payment Amount, Billing Address, City, State, and ZIP Code will be pre-populated with the data obtained from ePermits. Applicants have the option of changing the Account Holder Name, Billing Address, City, State, and ZIP Code, but are not permitted to change the Payment Amount.

## On-line Payment: Step 1 Screen from pay.gov



## Online Payment: Step 2: Authorize Payment

Step 2: Authorize Payment on the pay.gov site requires the user to click the Authorize checkbox.

Online Payment		<a href="#">Return to your originating application</a>
<b>Step 2: Authorize Payment</b>		1   2
<b>Payment Summary</b> <a href="#">Edit this information</a>		
<b>Address Information</b>	<b>Account Information</b>	<b>Payment Information</b>
<b>Account Holder Applicant Name:</b> Tester 123 Main <b>Billing Address:</b> Street <b>Billing Address 2:</b> City: Reston <b>State / Province:</b> VA <b>Zip / Postal Code:</b> 20190 <b>Country:</b> USA	<b>Card Type:</b> Visa <b>Card Number:</b> *****1111	<b>Payment Amount:</b> \$137.00 <b>Transaction Date and Time:</b> 10/13/2010 16:57 EDT
<b>Email Confirmation Receipt</b>		
To have a confirmation sent to you upon completion of this transaction, provide an email address and confirmation below.		
<b>Email Address:</b>	<input type="text"/>	
<b>Confirm Email Address:</b>	<input type="text"/>	
<b>CC:</b>	<input type="text"/>	<small>Separate multiple email addresses with a comma</small>
<b>Authorization and Disclosure</b>		
<b>Required fields are indicated with a red asterisk *</b>		
I authorize a charge to my card account for the above amount in accordance with my card issuer agreement. <input checked="" type="checkbox"/> *		
Press the "Submit Payment" Button only once. Pressing the button more than once could result in multiple transactions.		
<input type="button" value="Submit Payment"/> <input type="button" value="Cancel"/>		
<b>Note:</b> Please avoid navigating the site using your browser's Back Button - this may lead to incomplete data being transmitted and pages being loaded incorrectly. Please use the links provided whenever possible.		

## On-line Payment: Step 2 Screen from pay.gov

**Online Payment: Your request is being processed. Please wait.**

Pay.gov displays the *Your request is being processed. Please wait.* page while it processes the credit card transaction.



**On-line Payment: Your request is being processed screen from pay.gov**

If the payment is unsuccessful, pay.gov will return the applicant to the ePermits 'Certify & Pay' page. The applicant can then select another Payment Type. If the payment is successful, pay.gov will return the applicant to the ePermits 'Application Submitted' page.

## **Application Submitted**

The *Application Submitted* page displays text stating that the application was successfully submitted.

The View/Print Application link on the bottom of the screen can be used to view and/or print a copy of the submitted application.

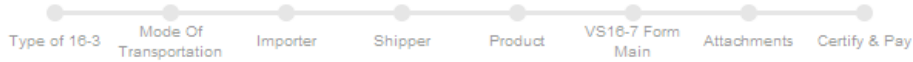
The messages and functionality on the Application Submitted page vary by Payment type:

- 1) Credit Card – provides APHIS 81 Receipt
- 2) Cash or Money Order – Application is on hold pending receipt of payment, please mail to NCIE at...
- 3) APHIS User Fee – Application is on hold pending processing of payment in the User Fee account

[Home](#)

## VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors

Application No. 10299003



### Application Submitted

Thank You, ePermits Test  
Your Application has been successfully submitted!

Your New Application for a Permit to transport controlled material or organisms or vectors was received. Please note your application reference number is **10299003**. You will be asked to provide this number if you contact APHIS regarding this application.

Your New Application has been put on-hold until APHIS receives your payment of \$133.00

Payment is a processing fee and does not guarantee permit approval.

[View/Print Application](#)

VS0163-011-076

## APHIS User Fee - Application Submitted

## VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors

Application No. 10062017



### Application Submitted

Thank You, Abhilash Mohan  
Your Application has been successfully submitted!

Your New Application for a Permit to transport controlled material or organisms or vectors was received. Please note your application reference number is **10062017**. You will be asked to provide this number if you contact APHIS regarding this application.

Your New Application has been put on-hold until APHIS receives your payment of \$137.00

**Please print this screen and send it with your check or money order to:**

USDA APHIS Veterinary Services  
National Center for Import-Export, Products Program  
4700 River Road, Unit 40  
Riverdale, Maryland 20737-1231

Payment is a processing fee and does not guarantee permit approval.

[View/Print Application](#)

VS0163-011-076

**Application Submitted - Check or Money Order**

**USDA APHIS** United States Department of Agriculture  
**Animal and Plant Health Inspection Service**  
ePermits

Home

### VS Form 16-3 Application for Permit To: Import or Transport Controlled Material or Organisms or Vectors

Application No. 10286004

Type of 16-3   Mode Of Transportation   Importer   Shipper   Product   VS16-7 Form Main   Attachments   Certify & Pay

#### Application Submitted

Thank You, Applicant Tester  
Your Application has been successfully submitted!

Your New Application for a Permit to transport controlled material or organisms or vectors was received. Please note your application reference number is **10286004**. You will be asked to provide this number if you contact APHIS regarding this application.

Payment is a processing fee and does not guarantee permit approval.

[View/Print Application](#)

[View/Print Payment Receipt](#)

VS0163-011-076

[Home](#) | [Create Application](#) | [My Applications](#) | [My Permits/Responses](#) | [My Reports & Notices](#) | [My Messages](#) | [My Shipments/Labels](#) | [Advanced Search](#) | [My Profile](#) | [Change Password](#) | [Technical Support](#) | [Compliance Responses](#) | [Get Adobe Reader](#)  
[FOIA](#) | [Accessibility Statement](#) | [Privacy Policy](#) | [Non-Discrimination Statement](#) | [Information Quality](#) | [FirstGov](#) | [White House](#)

## Application Submitted - Credit Card