

**U.S. DEPARTMENT OF AGRICULTURE**  
**AGRICULTURAL MARKETING SERVICE**  
**SCIENCE AND TECHNOLOGY - PLANT VARIETY PROTECTION OFFICE**

**VOUCHER SAMPLE FORM - SEED**

*The following statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. 552a) and the Paperwork Reduction Act (PRA) of 1995.*  
 OMB Collection #0581-0055

INSTRUCTIONS	
<p><b>Instructions:</b> 1. Fill in all Sections; 2. Include Form as attachment to Notification Email to NLGRP PVP Coordinator; 3. Enclose printed copy with voucher sample. (**Please see attached appendix for procedural information**)</p> <p align="center">ATTN: PVP Coordinator            USDA-ARS, National Laboratory for Genetic Resources Preservation            1111 South Mason Street, Fort Collins, CO 80521-4500</p> <p align="center">Telephone: 970-492-7538   Email: <a href="mailto:NLGRP-PVP-Coordinator@usda.gov">NLGRP-PVP-Coordinator@usda.gov</a></p> <p align="center">More Information: <a href="https://www.ars.usda.gov/plains-area/fort-collins-co/center-for-agricultural-resources-research/paagrpru/docs/plants/pages/deposit-germplasm/">https://www.ars.usda.gov/plains-area/fort-collins-co/center-for-agricultural-resources-research/paagrpru/docs/plants/pages/deposit-germplasm/</a></p>	
FOR INTERNAL USE ONLY	
PI NUMBER:	NSSL SERIAL NUMBER:
SEED SAMPLE DEPOSIT:	
Percent Viable:	
Date Received:	
VARIETY INFORMATION	
1. PVP NUMBER	2. COMMON NAME
	3. SCIENTIFIC NAME
4. CULTIVAR / VARIETY NAME (Put <brackets> around the name to denote a temporary designation)	
5. PARENT NAMES: (Fill out only for F1 hybrid cultivars, leave blank otherwise)	
6. DOES THE VARIETY CONTAIN ANY BIOTECHNOLOGY EVENTS? *	
YES	NO
*A biotechnology event is defined as a single insertion of a nucleic acid construct into a specific site in a plant's chromosome; that is regulated under the U.S. Coordinated Framework for the Regulation of Biotechnology.	
7. PATENTS: Is the variety protected under any patents?	
YES	NO
If YES, provide patent application number / patent number:	

**U.S. DEPARTMENT OF AGRICULTURE**  
**AGRICULTURAL MARKETING SERVICE**  
**SCIENCE AND TECHNOLOGY - PLANT VARIETY PROTECTION OFFICE**

**VOUCHER SAMPLE FORM - SEED**

*The following statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. 552a) and the Paperwork Reduction Act (PRA) of 1995.*  
 OMB Collection #0581-0055

APPLICANT INFORMATION			
8. OWNER NAME:		9. REPRESENTATIVE NAME:	
10. OWNER ADDRESS:			
11. CITY:	12. STATE:	13. ZIP CODE:	14. COUNTRY:
15. PHONE NUMBER:		16. FAX NUMBER:	
17. EMAIL:			
SUPPLIER INFORMATION			
SUPPLIER of seed or vegetatively propagated material, IF DIFFERENT FROM APPLICANT			
18. SUPPLIER NAME:			
19. SUPPLIER ADDRESS:			
20. CITY:	21. STATE:	22. ZIP CODE:	23. COUNTRY:
24. PHONE NUMBER:		25. FAX NUMBER:	
26. EMAIL:			

**U.S. DEPARTMENT OF AGRICULTURE**  
**AGRICULTURAL MARKETING SERVICE**  
**SCIENCE AND TECHNOLOGY – PLANT VARIETY PROTECTION OFFICE**

**VOUCHER SAMPLE FORM – SEED**

**APPENDIX – PVP Seed Voucher Sample Submission Protocols**

*The following statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. 552a) and the Paperwork Reduction Act (PRA) of 1995.  
 OMB Collection #0581-0055*

A complete listing of the rules and regulations associated with deposit of PVP voucher specimens can be found in Section 97.7 of the PVP Act Regulations and Rules of Practice. A pdf copy of the PVP Act and Regulations can be downloaded from the PVP website: [www.ams.usda.gov/pvpo](http://www.ams.usda.gov/pvpo).

**NATIONAL LABORATORY FOR GENETIC RESOURCES PRESERVATION**  
**PVP VOUCHER SEED SUBMISSION PROTOCOL**

(Non-U.S. depositors: Please read shipping instructions on next page)

**WARNING:** Do not send voucher specimens until the PVP application has been filed and you have received the PVP application number from the PVP Office.

**NOTE:** These protocols are for seed samples, not for tissue cultures.

1. Voucher sample should be deposited at the NLGRP within three months of filing the application or prior to PVP Certificate being issued, whichever comes first.
2. Voucher sample should be sent by commercial carrier (i.e., FEDEX, UPS, DHL, etc.) and be in transit for the shortest time (i.e., overnight shipment preferred).
3. Depositor must notify NLGRP PVP Coordinator of shipment and provide tracking information. Send notification to: [NLGRP-PVP-Coordinator@usda.gov](mailto:NLGRP-PVP-Coordinator@usda.gov) and [PVPOMail@usda.gov](mailto:PVPOMail@usda.gov). Please include PVP number in subject line.
4. Attach **PVP SEED VOUCHER DEPOSIT FORM** to shipping notification email AND enclose a copy of printed form with material.
5. Voucher sample: 3000 untreated seeds with  $\geq 85\%$  viability in sealed, **moisture permeable bag**. First generation hybrid cultivars require 3000 F1 seed and 3000 seed of each parent. Clearly label seed packets to identify hybrid and parents (male and female). Cultivars with cytoplasmic male sterility require 3000 seeds of CMS cultivar and 3000 seeds of maintainer/restorer lines. Clearly label seed packets to identify cultivar and maintainer/restorer lines.

**(LIST CONTINUED BELOW)**

**SAMPLE EMAIL:**

FROM: Supplier  
 TO: [NLGRP-PVP-Coordinator@usda.gov](mailto:NLGRP-PVP-Coordinator@usda.gov) ; [PVPOMail@usda.gov](mailto:PVPOMail@usda.gov)  
 CC: Applicant, PVP examiner  
 SUBJECT: PVP # XXXXXXXXXX, PVP # XXXXXXXXXX, etc.

Today Company X shipped the PVP seed deposits for the following varieties:

Crop 1 -Variety 1, Variety 2, Variety 3  
 Crop 2 -Variety 7, variety 8

The completed NLGRP forms are attached. Hard copies of the forms are included in the seed shipment.

Please notify the supplier, applicant, and PVP office when seed arrives or if seed is not received within two weeks after email notification of shipping. Please keep good communication between NLGRP, PVP Office, applicant and supplier. It is important in order for the customer to know the status of the application and also for germplasm security.

Let me know if you have any questions regarding this shipment.

**U.S. DEPARTMENT OF AGRICULTURE**  
**AGRICULTURAL MARKETING SERVICE**  
**SCIENCE AND TECHNOLOGY – PLANT VARIETY PROTECTION OFFICE**

**VOUCHER SAMPLE FORM – SEED**

**APPENDIX – PVP Seed Voucher Sample Submission Protocols**

*The following statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. 552a) and the Paperwork Reduction Act (PRA) of 1995.  
 OMB Collection #0581-0055*

**SHIPPING INFORMATION**

**Domestic (U.S.) Sources:** Seed samples from within the U.S. should be sent to NLGRP at the following address via commercial carriers (i.e., FedEx, UPS, etc.) rather than the U.S. Postal Service.

USDA-ARS-NLGRP  
 Attn: PVP Coordinator  
 1111 South Mason St.  
 Fort Collins, CO 80521

**Non-U.S. Depositors:**

- a. Email [-NLGRP-PVP-Coordinator@usda.gov](mailto:NLGRP-PVP-Coordinator@usda.gov), **in advance of shipping** to request instructions for importing material into the United States. Include INTERNATIONAL SHIPMENT in subject line. Please let us know if you are importing seed or potato plantlets, and the country where the material was field grown.
- b. NLGRP will provide depositor with an Import Instruction Letter and appropriate permit/shipping label (if applicable). The Import Instruction Letter instructs how to import material in accordance with USDA Animal and Plant Health Inspection Service (APHIS) regulations. Please follow all instructions carefully. **Material may be destroyed or returned if conditions and regulations are not met.**
- c. Information on specific import requirements can be found in the APHIS Plants for Planting Manual and/or APHIS Agricultural Commodity Import Requirements Search Tool (<https://www.aphis.usda.gov/aphis/ourfocus/planthealth/complete-list-of-electronic-manuals>).

**Burden Statement** According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not 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 0581-0055. The time required to complete this information collection is estimated to average .5 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.

**USDA's Nondiscrimination Statement** In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: 1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; 2) fax: (202) 690-7442; or 3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov). USDA is an equal opportunity provider, employer, and lender.