**Held Shipment Worksheet**

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| To: **Export Services,** attention: | | Date: | Fax:(301) 734-7639 |
| From: | Email address: | | Phone: |

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| **Exporter Contact Information** | | |
| Exporter’s name: | | |
| Email address: | Phone:­­­­ | |
| **Location of Held Shipment** | | |
| Country: | Port of entry: | |
| Dated shipped: | Date shipment held: | |
| Contact name at point of entry: | | Contact information: |
| **Commodity Information** | | |
| Common name: | Botanical name: | |
| Plant Part: | Estimated value of the commodity: $ | |
| **Certificate Issuance** | | |
| Was an export certificate issued?  Yes  No  Enter certificate number(s): | | |
| If all the pertinent information is in PCIT*,* ***only*** *submit this form* | | |
| Copies of the following should be attached, if pertinent to the consignment:   * Rejection notice from the foreign NPPO * U.S. or foreign phytosanitary certificate or export certificate * Import permit or other form of official communication from NPPO stating import requirements * Inspectional records * Laboratory analyses * Field inspection records * Treatment documentation * Container numbers * Bill of lading | | |
| **Reason for Held Shipment** | | |
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