

When Originals, Faxes, and/or Electronic Submissions Are Accepted on the VS Form 1-36A

BACKGROUND

The VS Form 1-36A is a multifunctional form which can be submitted by the following methods: electronic, facsimile, or mailed via the U.S. postal service, UPS, etc. The chart below explains when originals, faxes, and/or electronic submissions are accepted and when the Assistant District Director (ADD) and the State Animal Health Official (SAHO) need to sign.

Reason for Submission	eVAP with Electronic Signature*	Mailed, FedEx, etc. with Original Signature	Faxed with Signature	ADD Signature Required	SAHO Signature Required
1. Initial Accreditation	Not Accepted	Accepted	Not Accepted	Yes	Yes
2. Authorization New State	Not Accepted	Accepted	Only if submitted through VSPS first**	Yes***	Yes****
3. Choose/Change Accreditation Category	Accepted	Accepted	Not Accepted	No	No
4. Contact Information Change	Accepted	Accepted	Accepted	No	No
5. Accreditation Renewal	Accepted	Accepted	Not Accepted	No	No
6. Reinstatement	Accepted	Accepted	Not Accepted	No	No
7. Post-Revocation Re-Accreditation	Not Accepted	Accepted	Not Accepted	Yes	Yes

*"Electronic Signature" occurs when the applicant selects "Apply" when the certification statement appears in eVAP. The certification statement is identical to that which is on the paper VS Form 1-36A.



**eVAP, VSPS, doesn't allow the printing of a VS Form 1-36A until the AV is authorized in the new state. If the AV submits electronically, the application also needs to be submitted to the District Office either by mail or fax.

*** The ADD can designate someone else to sign in their absence.

****Regulations do not require the SAHO signature for an authorization in a new State but is considered a courtesy as this is a Federal program with the cooperation of State Officials. The SAHO signature may be obtained by fax.