PRE-LICENSE APPLICATION PACKAGE  
Class A & B- Dealer

- FACTSHEET: ANIMAL WELFARE ACT  
- TECH NOTE: DAILY OBSERVENCES  
- TECH NOTE: QUESTION & ANSWERS: ACTIVITIES WITH DOGS REQUIRING A USDA LICENSE/REGISTRATION  
- FACTSHEET: COMPLIANCE INSPECTIONS  
- CANINE CARE CHECKLIST  
- MINIMUM SPACE REQUIREMENTS FOR DOGS  
- EXERCISE PLAN FOR DOGS  
- OPTIONS FOR IDENTIFICATION OF DOGS & CATS  
- APHIS FORM 7003A INSTRUCTION SHEET  
- APHIS FORM 7003A (NEW LICENSE APPLICATION 2011)  
- FEE SCHEDULE  
- CREDIT CARD AUTHORIZATION SHEET  
- FORMS ORDER REQUEST  
- ELECTRONIC VERSION OF ANIMAL WELFARE ACT & REGULATIONS LETTER

ALSO FIND ENCLOSED IN THIS PACKAGE:

(1) APHIS FORM 7002 - PROGRAM OF VET CARE (PVC)

(1) APHIS FORM 7005 OR 7019

(1) FEDERAL DEBT COLLECTION ACT FORM (GREEN)
Dear Applicant,

USDA Animal Care publishes the Animal Welfare Act and Animal Welfare Regulations, known as the Blue Book, as a resource for our licensees/registrants so they can easily reference the federal standards and regulations.

The 2017 electronic version of the Blue Book is now available on our website: https://www.aphis.usda.gov/animal_welfare/downloads/AC_BlueBook_AWA_FIN_A_2017_508comp.pdf. (Or, go to www.aphis.usda.gov; then click “Animal Welfare” on the left side of the page; then scroll down on the next page and click on the blue “Animal Welfare Act and Animal Welfare Regulations” image on the left side.)

We encourage you to use this posted version, as it will always provide the most up-to-date regulations. However, if you prefer the hard-copy version of the Blue Book, please contact us at 970-494-7478 or 919-855-7100 to request a copy in the mail.

Please note that when you sign the application you are acknowledging that you have read and understand the Animal Welfare Act and its associated regulations.

Thank you for the opportunity to assist you.

Sincerely,

Bernadette Juarez
Deputy Administrator
Animal Care
INSTRUCTIONS FOR NEW LICENSE APPLICATION
(APHIS FORM 7003A & TAX IDENTIFICATION SHEET)

- Please read all instructions before completing the application and Tax ID sheet.
- Contact your USDA APHIS Animal Care office before mailing your application.
- Corrections and/or clarifications will delay the processing of your application.
- All blocks must be completed; if one does not apply please put “N/A”.
- Mail in all original documents. We cannot accept applications that are copied, e-mailed, or faxed.
- Complete the application in Blue or Black ink.
- Send in only the application, tax ID sheet, and $10 application fee.
- Payments can be made by check, money order, or credit card. Cash is not accepted.

Completing the green Tax ID Sheet:

(a) An Individual; write the individual’s name and Social Security Number.
(b) A Partnership; write either all partner’s names and Social Security Numbers or the business name and Employee Identification Number.
(c) A Corporation or Other; write the business name and Employee Identification Number.

Completing the APHIS Form 7003A Application:

**Block 1:** Complete this block with the applicant name, business address, county, and telephone number.

- **Applicant** means the name the license will be under.
  - If applying as an Individual, put the individual’s name only.
  - If applying as a Partnership, please either list all partner’s names or the business name.
  - If applying as Corporation or Other, list the business name only.
- **Business Address** refers to the address all correspondences will be mailed to.
  - Cannot be left blank, and can include only one address.
  - Include the county that the business address is in along with a telephone number where the applicant can be reached.

**Block 2:** Complete this block the physical address of where the animals are located.

- **Physical Address** means the address of where the animals are located.
  - P.O. Boxes cannot be listed in this Block.
  - Include the county that the address is located and telephone number.
- If necessary, use an additional sheet if more than one address or if providing directions.

**Block 3:** Complete this block with all officers authorized to conduct business for the license.

- If applying as an Individual;
  - This block does not need to be completed.
- If applying as a **Partnership**;
  - Under owners’ names this block does not need to be completed.
  - Under the business name list all names authorized to conduct business for this license.
  - Owner cannot be used as a title.

- If applying as a **Corporation** or **Other**;
  - List all names authorized to conduct business for this license.
  - Owner cannot be used as a title.

**Block 4:** Complete this block only if you had a previous license number or have a business interest in another active USDA license.

**Block 5:** Check the box that best describes your business.

- **Class A (breeder)** – sells only animals bred and raised at your facility.
- **Class B (broker)** – buys and sells animals or is an operator of an auction.
- **Class C (exhibitor)** – exhibits animals to the public.

**Block 6:** Enter a 12-month business year.

- Either as a calendar year (1/1/16 to 12/31/16) or fiscal year (10/1/16 to 9/30/17).

**Block 7:** Check the box that best describes your business.

- **Individual**- Owner name only listed in Block 1.
- **Partnership**- Either partner’s name or business name listed in Block 1.
- **Corporation** or **Other**- Business name listed in Block 1.

**Block 8:** Complete this block if applying for either Class A (breeder) or Class B (broker) License.

- **Class A (breeder)**
  - Enter the estimated number of regulated animals being purchased; estimated number of regulated animals being sold; estimated dollar amount derived from the sales of the animals; amount on which your fee is based (half the total amount derived).
- **Class B (broker)**
  - Enter the estimated number of regulated animals being purchased; estimated number of regulated animals being sold; estimated dollar amount from the sales of the animals; amount on which your fee is based (the total dollar amount derived minus the amount paid for the purchased animals).

- Please see the fee schedule for more information on how to complete this block.
- All blocks must be completed and dollar amounts cannot be 0.

**Block 9:** Complete this block if applying for Class C (exhibitor) License.

- Enter the number of regulated animals for each category that is owned, held, or exhibited.
- Include the total number of animals so that the annual fee can be determined.

**Block 10 & 11:** Complete these blocks with an authorized person’s name (either listed in Block 1 or Block 3) and include the signature, printed name, and date.

**Block 12:** Date the form.
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 0579-0036. The time required to complete this information collection is estimated to average .25 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.

No license may be issued unless a completed application has been received (7 U.S.C. 2132-2143), and the applicant is in compliance with the standards and regulations Section 2133.

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

APPLICATION FOR LICENSE
(TYPE OR PRINT)

NEW LICENSE

1. NAME OF APPLICANT AND MAILING ADDRESS: (See Instructions)
2. ALL BUSINESS NAMES AND LOCATION ADDRESSES HOUSING ANIMALS:
   INCLUDE DIRECTIONS TO EACH LOCATION (P.O. Box not acceptable)
   Use additional sheet, if necessary

3. IF THE APPLICANT IS A CORPORATION, PARTNERSHIP OR OTHER BUSINESS
   ENTITY, LIST THE ENTITY’S PARTNERS OR OFFICERS AND AGENT FOR SERVICE
   OF PROCESS.

4. (A) PREVIOUS USDA LICENSE NUMBER: (If any)
   (B) ACTIVE USDA LICENSE NUMBER IN WHICH YOU HAVE AN INTEREST:

5. TYPE OF LICENSE:
   □ Class A – Breeder   □ Class B – Dealer   □ Class C – Exhibitor

6. LIST YOUR 12 MONTH BUSINESS YEAR: (Calendar or Fiscal)

7. TYPE OF ORGANIZATION:
   □ Individual   □ Corporation   □ Partnership
   □ Other __________________________________________

8. DEALERS ONLY - CLASS A OR CLASS B LICENSES MUST COMPLETE THIS
   BLOCK. (Class C Licenses go to Block 9)

   CLASS A (BREEDER) – LINE “D” = ½ OF LINE “C”
   CLASS B (DEALER) – LINE “D” = LINE C LESS THE PURCHASE COST OF
   THE ANIMALS SOLD. (9 CFR Sections 2.6 and 2.7)

   A. ESTIMATE TOTAL NUMBER OF ANIMALS
      TO BE PURCHASED IN THE NEXT
      BUSINESS YEAR

   B. ESTIMATE TOTAL NUMBER OF ANIMALS
      TO BE SOLD IN THE NEXT BUSINESS
      YEAR

   C. ESTIMATE GROSS DOLLAR AMOUNT
      DERIVED FROM REGULATED ACTIVITIES
      (SALES, COMMISSIONS, ETC.)

   D. ESTIMATE DOLLAR AMOUNT ON WHICH
      FEE IS BASED

   RODENTS
      (Do not include
      lab rats or mice)

   NONHUMAN
   PRIMATES

   DOGS

   CATS

   MARINE
   MAMMALS

   MARINE
   MAMMALS

   WILD/EXOTIC
   HOOFSTOCK

   WILD/EXOTIC
   MAMMALS

   CANINES

   WILDLIFE
   EXOTIC
   MAMMALS

   (Not listed
   elsewhere)

   WILDLIFE
   EXOTIC
   MAMMALS

   (Not listed
   elsewhere)

   TOTAL
   (All animals listed
   in Block 9)

9. EXHIBITORS ONLY - LIST THE LARGEST NUMBER OF ANIMALS THAT YOU HAVE HELD, OWNED,
   LEASED, OR EXHIBITED AT ANY ONE TIME DURING THE PREVIOUS BUSINESS YEAR.
   (9 CFR Sections 2.6 and 2.7)

   A. ESTIMATE TOTAL NUMBER OF ANIMALS
      TO BE PURCHASED IN THE NEXT
      BUSINESS YEAR

   B. ESTIMATE TOTAL NUMBER OF ANIMALS
      TO BE SOLD IN THE NEXT BUSINESS
      YEAR

   C. ESTIMATE GROSS DOLLAR AMOUNT
      DERIVED FROM REGULATED ACTIVITIES
      (SALES, COMMISSIONS, ETC.)

   D. ESTIMATE DOLLAR AMOUNT ON WHICH
      FEE IS BASED

   RODENTS
      (Do not include
      lab rats or mice)

   NONHUMAN
   PRIMATES

   DOGS

   CATS

   MARINE
   MAMMALS

   MARINE
   MAMMALS

   WILD/EXOTIC
   HOOFSTOCK

   WILD/EXOTIC
   MAMMALS

   CANINES

   WILDLIFE
   EXOTIC
   MAMMALS

   (Not listed
   elsewhere)

   WILDLIFE
   EXOTIC
   MAMMALS

   (Not listed
   elsewhere)

   TOTAL
   (All animals listed
   in Block 9)

10. SIGNATURE:          11. PRINT NAME AND TITLE:          12. DATE:

CERTIFICATION

I hereby make application for a license under the Animal Welfare Act 7 U.S.C. 2131 et seq. I certify that the information provided herein is true and correct to the best of my knowledge. I hereby acknowledge receipt of and agree to comply with all the regulations and standards in 9 CFR, Subpart A, Parts 1, 2, and 3. I certify that the applicant is 18 years of age or older.

APHIS FORM 7003A
AUG 2011
(Previous editions are obsolete)
IMPORTANT

THE FEDERAL DEBT COLLECTION ACT of 1996 requires us to obtain your Federal Taxpayer Identification Number (FTIN). This would be either your Federal Employer Identification Number (EIN) or your Social Security Number(s) (SSN’s).

This number is for the purpose of collecting and reporting any delinquent amounts arising out of a relationship with the federal government.

Our computer system will not allow processing of your application or renewal without this number.

You must submit your SSN or EIN number in the appropriate space below. If the number submitted does not match your previously submitted number, you will be contacted for clarification.

If you change the SSN, Tax Id Number, and/or Type of Organization we have on file, you may have to apply for a new License/Registration.

Thank you for your cooperation.

If Type of Organization is Corporation, Partnership (with an EIN), or other, please fill out A or B

A. Corporation Name: _____________________________________________
   EIN: ___________________________________

B. Partnership Legal Name: _______________________________________
   EIN: ________________________________

If Type of Organization is Individual or Partnership (with SSNs), please fill out either C or D

C. Individual: Name: ________________________________ SSN: __ __ __ __ __ __ __ __

D. Partnership:
   Partner Name: ____________________________ SSN: __ __ __ __ __ __ __ __
   Partner Name: ____________________________ SSN: __ __ __ __ __ __ __ __
   Partner Name: ____________________________ SSN: __ __ __ __ __ __ __ __
   Partner Name: ____________________________ SSN: __ __ __ __ __ __ __ __

August 25, 2014
CREDIT CARD AUTHORIZATION

Return to USDA-APHIS Animal Care

NAME OF CUSTOMER ____________________________________________

CUSTOMER ID NUMBER: ____________________________________________
or USDA LICENSE CERT. ____________________________________________

Check one: VISA ___  MASTERCARD ___  AMEX ___  DISCOVER ___

CREDIT CARD NUMBER ____________________________________________

EXPIRATION DATE: ________________________
(month) (year)

NAME OF CARDHOLDER ____________________________________________

ADDRESS ____________________________________________

(city) (state) (zip)

DAYTIME PHONE ____________________________
(area code) (number)

I authorize the United States Department of Agriculture (USDA, APHIS) to charge $_______ to my account.

SIGNATURE: ____________________________ DATE: ____________
(authorized cardholder)

-------------------------------- For Animal Care Use Only --------------------------------

ACTION: Accepted _____________  Not Accepted ________________

DATE: ________________  BY: ________________

AUTHORIZATION CODE ____________________________________________

Reason If Not Accepted: ____________________________________________
FEE SCHEDULE for New License

*Submit only the $10 application fee with completed application.*

Once your pre-license inspection has been completed, the license fee will be requested.

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Example of Class "A" breeder only

8A. Estimate total No. of animals to be purchased in next business year 10
    (zero or breeding stock only)
8B. Estimate total No. of animals to be sold in next business year 42
8C. Estimate gross dollar amount to be derived from the sale of animals $4,000
8D. Estimate the dollar amount on which the fee is based $2,000***

(8D is one half of line 8C)

Example of Class "B" broker only

8A. Estimate total No. of animals to be purchased in next business year 10
8B. Estimate total No. of animals to be sold in next business year 42
8C. Estimate gross dollar amount to be derived from the sale of animals $6,000
8D. Estimate the dollar amount on which the fee is based $3,500***

(8D is the sale price in 8C minus the purchase price of the animals sold in 8B) If there is no purchase price to deduct, then report in 8D the same dollar amount as reported in 8C.

*** Use the figure in 8D on the following table to determine your license fee which will be requested upon successful completion of the prelicense inspection which confirms compliance with regulations and standards.

*** 8D dollar amount License fee

<table>
<thead>
<tr>
<th>$$$</th>
<th>$0 to $ 500</th>
<th>$30.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>501</td>
<td>501 to 2,000</td>
<td>60.00</td>
</tr>
<tr>
<td>2,001</td>
<td>2,001 to 10,000</td>
<td>120.00</td>
</tr>
<tr>
<td>10,001</td>
<td>10,001 to 25,000</td>
<td>225.00</td>
</tr>
<tr>
<td>25,001</td>
<td>25,001 to 50,000</td>
<td>350.00</td>
</tr>
<tr>
<td>50,001</td>
<td>50,001 to 100,000</td>
<td>475.00</td>
</tr>
<tr>
<td>100,001</td>
<td>... and up</td>
<td>750.00</td>
</tr>
</tbody>
</table>

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Example of Class "C" exhibitor only

The fee is based on the TOTAL number of animals on the inventory as of your passing the prelicense inspection.

<table>
<thead>
<tr>
<th>No. of animals</th>
<th>License fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 to 5</td>
<td>$30.00</td>
</tr>
<tr>
<td>6 to 25</td>
<td>75.00</td>
</tr>
<tr>
<td>26 to 50</td>
<td>175.00</td>
</tr>
<tr>
<td>51 to 500</td>
<td>225.00</td>
</tr>
<tr>
<td>501 ... and up</td>
<td>300.00</td>
</tr>
</tbody>
</table>

Payments may be made by personal check, cashier’s check, certified check, money order or card (VISA and MasterCard only). Cash is not accepted.

04/01/2013
ANIMAL WELFARE FORMS ORDER

Additional forms are available free of charge to assist licensees/registrants in meeting the requirements of the regulations. Please indicate the number of forms you are requesting along with other requested information.

<table>
<thead>
<tr>
<th>Form #</th>
<th>Title &amp; Description</th>
<th># of Forms</th>
<th># of Pkgs</th>
</tr>
</thead>
<tbody>
<tr>
<td>*7002</td>
<td>Program of Veterinary Care (PVC) one per licensee/ with signature sheet insert.</td>
<td>____</td>
<td></td>
</tr>
<tr>
<td>*7005</td>
<td>Record of Dogs &amp; Cats on Hand – 100/pkg</td>
<td>____</td>
<td>____</td>
</tr>
<tr>
<td>*7006</td>
<td>Record of Disposition of Dogs/Cats – 100/pkg</td>
<td>____</td>
<td>____</td>
</tr>
<tr>
<td>*7006A</td>
<td>Continuation Sheet of Disposition of Dogs/Cats –100 pkg</td>
<td>____</td>
<td>____</td>
</tr>
<tr>
<td>7019</td>
<td>Record of Animals on Hand (other than dogs/cats)–50/pkg</td>
<td>____</td>
<td>____</td>
</tr>
<tr>
<td>*7020</td>
<td>Record of Disposition of Animals (other than dogs/cats) – 50/pkg</td>
<td>____</td>
<td>____</td>
</tr>
<tr>
<td>7020A</td>
<td>Continuation Sheet of Record of Disposition of Animals (other than dogs/cats) – 50/pkg</td>
<td>____</td>
<td>____</td>
</tr>
<tr>
<td></td>
<td>Live Animal sticker for pet transportation</td>
<td>____</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Animal Welfare Act Regulation (blue book)</td>
<td>____</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Other: __________________________________________________________________________</td>
<td>____</td>
<td></td>
</tr>
</tbody>
</table>

* Forms marked with an asterisk are also available on the APHIS website, [https://www.aphis.usda.gov/aphis/resources/forms/ct_aphis_forms](https://www.aphis.usda.gov/aphis/resources/forms/ct_aphis_forms). Forms 7006, 7006A and 7020 are 3-part forms. If you print from the website, make 2 copies after completing these forms.

Ordered by: License #: __________________ or Customer #: __________________

Name: ______________________________________________________________

Business Name: ______________________________________________________

Address: ___________________________________________________________

City, State, Zip: ______________________________________________________

Area Code & Phone #: ________________________________________________
The Animal Welfare Act


■ The Law

The AWA requires that basic standards of care and treatment be provided for certain animals bred and sold for use as pets, used in biomedical research, transported commercially, or exhibited to the public. Individuals who operate facilities in these categories must provide their animals with adequate care and treatment in the areas of housing, handling, sanitation, nutrition, water, veterinary care, and protection from extreme weather and temperatures. Although Federal requirements establish basic standards, regulated businesses are encouraged to exceed these standards.

■ Exemptions

The AWA regulates the care and treatment of warmblooded animals, except those (such as farm animals) that are used for food, fiber, or other agricultural purposes. Currently, coldblooded animals, such as snakes and alligators, are exempt from coverage under the Act. Animal shelters and pounds are regulated if they sell dogs or cats to dealers or research facilities. Pets owned by private citizens are not regulated.

■ Pet Protection

To help prevent trade in lost or stolen animals, regulated businesses are required to keep accurate records of acquisition and disposition and a description of the animals that come into their possession. Animal dealers and exhibitors also must hold the animals that they acquire from a pound or shelter for a period of 5 to 10 days to verify their origin and allow pet owners an opportunity to locate a missing pet.

■ Animal Fighting

The AWA prohibits staged dogfights, bear or raccoon baiting, cockfighting, and similar animal fighting ventures.

■ Licensing and Registration

The AWA requires that all individuals or businesses dealing with animals covered under the law must be licensed or registered with APHIS.

■ Research Facilities

Regulated research facilities include hospitals, colleges and universities, diagnostic laboratories, and many private firms in the pharmaceutical and biotechnology industries. In addition to providing basic standards of veterinary care and animal husbandry, regulated research facilities must provide dogs with the opportunity for exercise and promote the psychological well-being of nonhuman primates used in laboratories. Researchers must use methods to avoid or minimize discomfort, distress, and pain to the regulated animals unless withholding such methods is scientifically justified. The AWA also forbids the unnecessary duplication of previous experiments using regulated animals.

Research facilities must establish an Institutional Animal Care and Use Committee to oversee the use of animals in experiments. This committee is responsible for ensuring that the facility remains in compliance with the AWA and for providing documentation of all areas of compliance to APHIS. The committee must be composed of at least three members, including one veterinarian and one person who is not affiliated with the facility in any way.

The AWA does not permit APHIS to interrupt the conduct of actual research or experimentation.
AWA Enforcement

APHIS ensures that all regulated commercial animal breeders, dealers, brokers, transportation companies, exhibitors, and research facilities are licensed or registered. APHIS also searches for unlicensed or unregistered facilities. 

Before APHIS will issue a license, the applicant must be in compliance with all standards and regulations under the AWA. To ensure that all licensed and registered facilities continue to comply with the Act, APHIS inspectors regularly make unannounced inspections. 

If an inspection reveals deficiencies in meeting the AWA standards and regulations, the inspector documents the deficiencies and instructs the facility to correct the problems within a given timeframe. If deficiencies remain uncorrected at subsequent inspections, APHIS considers legal action.

APHIS also reviews and investigates alleged violations. Some cases are resolved with Official Notices of Warning or agency stipulation letters, which set civil penalties for the infractions. Civil penalties include cease-and-desist orders, fines, and license suspensions or revocations. If APHIS officials determine that an alleged AWA violation warrants additional action, APHIS submits all evidence to USDA's Office of the General Counsel for further legal review.

Cooperation

In addition to conducting regular inspections, APHIS will perform inspections in response to public input about the conditions of regulated facilities. Concerned individuals are also encouraged to inform APHIS about facilities that should be licensed or registered.

Many State and local governments have passed additional animal welfare legislation. The public is encouraged to work with Federal, State, and local officials as well as local humane organizations to help eliminate inhumane treatment of animals.

Additional Information

For more information about the Animal Welfare Act, contact:
Animal Care, APHIS-USDA
4700 River Road, Unit 84
Riverdale, MD 20737-1234
Telephone: (301) 851-3751
Fax: (301) 734-4978
Email: ace@usda.gov
Web page: www.aphis.usda.gov/animal_welfare
Daily Observation

The Animal Welfare Act regulations (9 C.F.R. §§ 2.33(b)(3), 2.40(b)(3)) require dealers, exhibitors, and research facilities to observe all animals daily to assess their health and well-being. This may be accomplished by someone other than the attending veterinarian if a mechanism of direct and frequent communication is in place to convey timely and accurate information on problems of animal health, behavior, and well-being to the attending veterinarian.

Daily observation of all animals is part of good husbandry practices. It is extremely important that dealers, exhibitors, and research facilities meet this requirement to detect possible problems, including disease and abnormal behavior. Early detection and treatment improves animal outcomes and can save time and money. For example, an animal observed with a small laceration or wound on the day the injury occurred may only require cleaning and minimal medication and treatment, while the same laceration observed several days later may be infected and require more extensive and expensive treatment with a higher risk to the animal’s health and well-being.

This Tech Note provides helpful tips on daily observation of animals to assess their health and well-being and spotlights practices licensees and registrants use to ensure effective daily observation of animals. These helpful tips and practices are not mandatory regulatory requirements.

WHEN. Generally, it is most effective to observe and assess an animal’s health and well-being as a single and separate task, rather than combining it with other tasks or chores. If daily observations are combined with other tasks, the potential for missing something crucial increases, as the focus is on completing all of the tasks rather than observing the animal.

HOW. Observe each animal daily to assess its health and well-being. Carefully observe each animal from head to tail, including each part of its body and behavior, for abnormalities that may indicate a potential problem. Also, look at the feces, and discharge from the animal if there is any, for signs of abnormalities. Establish a consistent method for conducting your daily observations. We encourage facilities to consult with their attending veterinarian on how to perform daily observations of animals. Many facilities have found checklists and similar tools helpful for ensuring daily observations are consistent and effective in assessing animal health and well-being.

WHAT. Things to consider when conducting your observations (not limited to the following):

- **Physical attributes**: How does the animal look? Are there any abnormalities? Consider handling the animal if safe and appropriate to do so. Not only will you be able to use touch as an observational tool, you will also promote social interactions and neurological well-being.
Body
- Is haircoat normal? Glossy or dull, hair loss?
- Under or over weight? Can you see the ribs?

Head
- Eyes – clear, discharge, winking or blinking excessively?
- Ears/Nose – clean, discharge or buildup?
- Mouth/Teeth/Gums - clean, buildup (tartar), bleeding or injuries?

Limbs/Extremities
- Feet – Nails/Claws/Hooves proper length, wounds or abnormalities?
- Joints – calluses, mobility, lameness?

Behavior: Is the animal acting normal? Is the movement or gait normal? Is the animal lethargic or displaying behaviors consistent with sickness, stress, or boredom? Does the behavior change when you move closer or further from the animal? For example, does the animal act stoic and appear to be normal upon closer examination, but when walking away or from a distance the animal appears to have a limp or injury or displays different behavior.

Environment: Is the animal’s environment safe? Are environmental controls (temperature, humidity, shelter from elements) adequate for the species and the season?

Is the animal:
- Huddling or shivering due to cold?
- Panting, or laying stretched out due to heat?
- Food and water receptacles used or left alone?
  - Eating and drinking enough?
- Elimination habit normal?
  - Loose or abnormal stools?
  - Vomit? Regurgitated food/water?

Animals under veterinary care: Daily observation is required for all animals at the facility whether or not the animals are under veterinary care and/or treatment. However, when observing animals under veterinary care and/or treatment, it is important to observe how the treatment is progressing.

Consider the following:
- Is the treatment working? Is the animal’s health improving, about the same, or worsening?
- When should you follow up with your attending veterinarian? If the animal’s condition is worsening or you’ve completed treatment but the animal seems about the same, is it time to call the veterinarian with an update?
What should you be documenting as part of your observation and treatment plan?

Discussing the questions above with your attending veterinarian will help you to provide for the animal’s health and well-being. Regularly review, discuss, and update your Program of Veterinary Care with your attending veterinarian to account for new guidance or treatment protocols.

Facility Spotlight – Daily Observation in Practice:
Below are examples of some of the procedures and practices that have been developed and adopted by regulated facilities to ensure effective daily observation of animals.

- Daily observation should be done as a sole task with complete focus on the animals – separate from the rest of the work and daily chores.
- Keep records of daily observations and contacts with the attending veterinarian – including animal identification, date, what the problem was, method of contact to the attending veterinarian (phone, text, email, visit), and the attending veterinarian’s advice.
- Capture information on daily observations, including photographs and videos, using a tablet or smartphone that can immediately connect to a main office computer for review.
- Create a system to log daily observation recordings, such as a notebook/binder or spreadsheet/database.
- Look at every animal and enclosure at the beginning of each day. Make a list of what needs to be fixed, repaired, clipped, moved, medicated, etc. This creates a “to-do list” for the day for planning and maintenance in addition to accomplishing daily observations.
- Provide training to all staff with responsibility for conducting daily observation on recognizing physical and behavioral concerns, and, the established protocol within the facility for documenting and communicating with the attending veterinarian.
- Monitor appetite and diet consumption as potential early indicators of concern.
- Include weekly weight checks in the observation program.

For more information contact:

USDA, APHIS Animal Care
4700 River Road, Unit 84
Riverdale, MD 20737
(301) 851-3751
E-mail: ace@aphis.usda.gov

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April 2018

Questions and Answers:
Activities with Dogs Requiring a USDA License/Registration

Many individuals and businesses that buy or sell dogs, exhibit them to the public, transport them commercially, or use them in research must be licensed or registered under the Animal Welfare Act (AWA) by the United States Department of Agriculture (USDA). This Tech Note lists the major types of regulated and exempt businesses, but does not cover all cases. If you have questions about your status, USDA’s Animal Care program can answer your questions and help you determine if you require a license or registration.

Question. How does the Animal Welfare Act pertain to dogs?

Answer. The AWA and associated regulations requires a USDA license for anyone who (for compensation or profit) buys, sells (including adoption), or negotiates the sale of dogs for research, exhibition, or use as a pet; or for hunting, breeding, or security purposes at the wholesale level. Additionally, the Animal Welfare Act restricts the importation of dogs for purposes of resale, prohibits dog-fighting ventures, and provides protections to prevent the theft of pet dogs.

Q. What does compensation mean as far as the Animal Welfare Act is concerned?

A. Compensation is any payment for the animal, regardless of whether the payment is for profit. Payment could be sales, adoption fees, donations or any economic benefit related to the transfer of the animal. Payment does not necessarily mean the transfer of money if other benefits are received in connection with activities that require a license or registration.

Q. What type of license is required?

A. Your specific activities using dogs (and other regulated animals) will determine the type of license.

• A Class A licensee is a breeder whose business consists of dogs and other regulated animals bred and raised on his or her premises in a closed or stable colony (plus those acquired for the sole purpose of maintaining or enhancing the breeding colony).

• A Class B licensee is a dealer or broker whose business includes the purchase and/or resale of any dog or other regulated animal. This includes brokers and auction operators because they negotiate or arrange the purchase, sale or commercial transport of dogs.

• A Class C licensee is an exhibitor who shows or displays dogs or other regulated animals to the public.
Examples of activities requiring a USDA license include but are not limited to:

- wholesale sales of dogs for use as pets or for hunting, breeding or security purposes;
- retail sales (including adoption) of dogs where the buyer, seller, and dog are not physically together in the same place so the buyer can observe the animal prior to purchase or taking custody;
- dog acquisitions from an auction for resale (including adoption) as pets;
- sales (including adoption) of imported dogs where the buyer, seller, and dog are not physically together in the same place so the buyer can observe the animal prior to purchase or taking custody;
- the sale of any dog not born and raised on the business owner’s premises for research purposes; and
- the exhibition of dogs regardless of any compensation.

Q. When is a license not required?

A. Examples of when a USDA license is not required include but are not limited to:

- retail sales (including adoptions) where the buyer, seller, and dog are physically together in the same place so the buyer can observe the animal prior to purchase or taking custody;
- maintaining a total of four or fewer breeding female dogs and selling (wholesale or retail) only the offspring of these dogs (born and raised on the business owner’s premises) for pets or exhibition;
- selling fewer than 25 dogs per year (that were born and raised on your premises) for research, teaching or testing purposes or to any research facility;
- transporting dogs (or arranging for their transportation) solely for the purpose of breeding, exhibiting in purebred shows, boarding (not in association with commercial transportation), grooming or medical treatment;
- participating in dog races, field trials, coursing events, purebred dog shows, or fairs or exhibitions intended to advance agricultural arts and sciences;
- buying (including adoption) dogs solely for your own personal use and not selling or exhibiting them;
- operating a pound or shelter (or a business under contract with a pound or shelter) under the jurisdiction of a state, county, municipality, township or city (including government-operated and government-contract shelters); and
- selling at retail (including adoption) dogs when the purchaser uses the dogs for hunting, breeding or security purposes.

Q. When is a registration required?

A. A registration is required by any person operating or intending to operate as a research facility, carrier, or intermediate handler.

- A research facility is any school (except elementary or secondary), institution, organization, or person that uses or intends to use live dogs in research, tests, or experiments, and that (1) purchases or transports live dogs in commerce, or (2) receives funds under a grant, award, loan, or contract for the purpose of carrying out research, tests, or experiments.
- A carrier is the operator of any airline, railroad, motor carrier, shipping line, or other enterprise that transports any animal for hire.
An intermediate handler is any person, department, agency or instrumentality of the United States (or of any state or local government) receiving custody of dogs in connection with their commercial transportation.

Examples of activities requiring a registration include but are not limited to:
- transporting dogs for compensation to a carrier; and
- transporting dogs for compensation between shelters or rescue groups for resale (including adoption)

Q. Where can I get more information about becoming licensed and/or registered?

A. For more information, please contact:
   USDA Animal Care
   4700 River Road, Unit 84
   Riverdale, MD 20737
   Phone: 301-851-3751
   Web site: www.aphis.usda.gov/ac
   E-mail: ace@aphis.usda.gov

USDA is an equal opportunity provider and employer.
Minimum Space Requirements for Dogs

The Animal Welfare Act Regulations require that primary enclosures for adult dogs without nursing puppies or weaned puppies must have adequate space to allow the dogs to turn about freely, to stand, sit and lie in a comfortable, normal position and to walk in a normal manner. 9 CFR 3.6(a)(2)(xi) Additionally, the interior height of the primary enclosure must be at least 6 inches higher than the head of the tallest dog in the enclosure, measured when the dog is standing in a normal comfortable standing position. 9 CFR 3.6(c)(1)(iii)

Measuring the Length of a Dog

With the dog in a normal standing position, or with the dog held lying flat on its side, measure the dog along a straight line from the tip of the nose to the base of the tail. Do not follow the contours of the dog’s body when measuring the length of the dog.

There must be a minimum space of 6 inches from the top of dog’s head to the top of cage

This table below provides a guide to the minimum space needed for dogs based on body length

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<th>Dog Length (in)</th>
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Calculating Minimum Space Requirements 9 CFR 3.6(c)(1)(i)

The following is an example of how to calculate minimum space requirements. Scout is a female Dalmatian. She is 31 inches long from the tip of her nose to the base of the tail.

Step 1: Measure the length of the dog from tip of nose to base of tail (inches). Add 6 inches to this number.

31 inches + 6 inches = 37 inches

Step 2: Calculate minimum floor space in square inches.

37 inches x 37 inches = 1369 square inches minimum required amount of floor space in square inches

Step 3: Calculate minimum floor space in square feet.

\[
\frac{1369 \text{ square inches}}{144} = 9.51 \text{ square feet minimum floor space in square feet}
\]

NOTE: The total floor space for dogs in group housing must meet or exceed the sum of each dog’s minimum space requirement.
**Special Requirements for Dams with Nursing Puppies**

The additional space required for dams with nursing puppies is determined by the dog's breed and behavioral characteristics, the veterinarian's approval and the minimum space requirement calculation. 9 CFR 3.6(c)(1)(ii) Each puppy requires a minimum of 5% of the dam's minimum space requirement.

Example: Scout has a litter of 9 puppies. Scout is 31" from the tip of her nose to the base of her tail. Calculate the minimum amount of space they require.

**Step 1: Calculate dam's minimum space requirement in square inches.**

\[
(31 \text{ inches } + 6) \times (31 \text{ inches } + 6) = 1369 \text{ inches} 
\]

**Step 2: Calculate additional minimum floor space per puppy.**

\[
1369 \text{ square inches} \times 0.05 = 68.45 \text{ square inches} \quad \text{Scout's puppies each need} \quad 68.45 \text{ square inches of space}
\]

**Step 3: Multiply additional floor space per puppy by number of puppies.**

\[
68.45 \text{ square inches} \times 9 \text{ puppies} = 616.05 \text{ square inches} \quad \text{minimum amount of additional floor space for all 9 puppies}
\]

**Step 4: Calculate minimum space requirement in square inches. Add Scout's space requirements to the space requirement for the puppies**

\[
1369 \text{ square inches} + 616.05 \text{ square inches} = 1985.05 \text{ square inches} \quad \text{total minimum space requirement in square inches: Scout and her puppies need 1985.05 square inches of space}
\]

**Step 5: Calculate space required in square feet.**

\[
\frac{1985.05 \text{ square inches}}{144} = 13.79 \text{ square feet} \quad \text{total minimum space in square feet: Scout and her puppies need 13.79 square feet of space}
\]

If the available floor space does not meet the minimum amount calculated, then the housing must be approved by the APHIS administrator. 9 CFR 3.6(c)(1)(ii)

**Note: The Exercise Requirement for dogs (9CFR 3.8) includes some floor space requirements.**

If the enclosure meets the floor space requirements for group housed dogs, the enclosure is in compliance with the exercise requirement of Section 3.8.

Singly housed dogs must be provided with twice the floor space required by Section 3.6(c)(1), unless other opportunities for exercise are planned and documented in a written exercise plan as described in Section 3.8.

Exercise requirements do not apply to dams with nursing puppies or to dogs under 12 weeks of age.
Compliance Inspections

The U.S. Department of Agriculture’s (USDA) Animal and Plant Health Inspection Service (APHIS) administers the Animal Welfare Act (AWA). This law provides for the humane care and treatment of animals bred for commercial sale, transported in commerce, used in biomedical research, and exhibited to the public.

APHIS’ Animal Care program enforces the AWA primarily through inspections of regulated facilities. To ensure that compliance with the AWA is continually maintained, all facilities that keep animals regulated under the Act must be licensed or registered with APHIS. APHIS officials—veterinarians or qualified animal care inspectors employed by APHIS and trained to identify potential violations of the AWA and its regulations—conduct unannounced inspections of every licensed or registered facility in the country. APHIS inspectors receive special training in the proper care of marine mammals, exotic animals, and animals used in research. Inspectors also receive extensive training in how to conduct inspections at airport terminals, zoos, and commercial animal breeding facilities, among others.

Inspection Procedures

During an inspection, the APHIS inspector must be given full access to all areas where regulated animals are kept as well as to all records required under the AWA and regulations. A responsible adult must be available to accompany the APHIS inspector. All regulated animals must be shown to the inspector, who may examine any animals. The inspector may also observe how the animals are handled by their caretakers. Dealers, exhibitors, breeders, caretakers, or researchers who interfere with the inspector’s duties are in violation of the AWA.

During the inspection, the APHIS inspector examines and documents all areas of care and treatment that are covered under the AWA. This includes observing regulated animals; inspecting the facilities, including enclosure or housing materials and space, as well as food storage; and reviewing records, such as animal acquisition records, medical records, and necropsy reports. If the inspector observes that the facility is not in full compliance with the AWA requirements, he or she will explain to the owner or manager all deficiencies noted.

Once the inspection is completed, the inspector documents any noncompliant items or issues that require correction in an inspection report and takes photographs as needed. For each issue that requires correction, the specific applicable regulation is cited, along with a description of the problem and a deadline by which the issue must be corrected. If deficiencies remain uncorrected at subsequent inspections, APHIS considers legal action.

Repeat noncompliances and serious incidents may warrant enforcement actions such as letters of warning, monetary penalties, license suspensions and revocations, and confiscations of animals.

AWA Standards

APHIS requires all owners and managers of licensed and registered facilities to comply with certain standards, which vary depending on the species and type of facility. The following are examples:

- **Housing**—Animals must be housed in a structurally sound facility in good repair. The facility must contain the animals and protect them from other animals or extreme weather and temperatures. Drainage systems must also be in good repair.
- **Ventilation**—Animals must be provided with cool air or increased ventilation if the ambient temperature is above 85 degrees Fahrenheit or heat if the temperature falls below 45 degrees Fahrenheit.
- **Lighting**—Facilities must be lit well enough to allow safe and easy access for feeding, cleaning, and complete inspection.
- **Interior Surfaces**—The interior of a facility must be substantially impervious to moisture and be able to be easily cleaned and sanitized.
- **Primary Enclosures**—Animals must be housed in structurally sound enclosures that are in good repair and meet APHIS’ minimum space requirements. The floors must protect the animals from injury. The cages must be dry and clean and allow animals easy access to food and water.
- **Sanitation**—Animal waste must be removed and disposed of regularly and as necessary. Primary cages or enclosures should be sanitized at least once every 2 weeks. Facilities must not allow trash to accumulate.
• **Pest Control**—Facility managers must have an effective program to control insects, ectoparasites, and avian and mammalian pests.

• **Feeding and Watering**—Animals must be provided with nutritious, palatable food that is free from contamination, properly stored, and served in a clean receptacle. Potable water must be made available twice daily for 1 hour if it is not available all the time.

• **Outdoor Shelter**—Animals must be protected from sunlight, precipitation, and extreme temperatures.

• **Compatibility**—Female animals in heat must be separated from male animals except for breeding purposes. Animals with vicious dispositions should be housed apart from other animals. Puppies and kittens should be separated from adult animals other than their mothers. Different species of animals should not be housed together unless compatible.

• **Recordkeeping**—Facility managers must maintain accurate and complete records of the sources of all animals that come into their possession. Managers are also required to keep records of the dates of acquisition and disposition and to properly identify the animals on the premises. These records must be made available for inspection whenever necessary.

• **Adequate Veterinary Care**—Programs of disease control and prevention, euthanasia, and veterinary care must be established and maintained under the supervision and assistance of a veterinarian. A caretaker also must observe the animals daily.

• **Handling**—Every licensee is required to handle animals properly at all times whether he or she is petting, working, feeding, crating, performing, or transferring them.

• **Transportation**—Licensees and registrants are required to provide animals with adequate space, ventilation, and shipping containers during transportation. Most animals transported must be weaned and at least 8 weeks old.

---

**Additional Information**

For more information, contact:

**Eastern Region**
Animal Care, APHIS-USDA
920 Main Campus Drive, Suite 200
Raleigh, NC 27606-5210
Phone: (919) 855-7100
Fax: (919) 855-7125
Email: aceast@aphis.usda.gov

**Western Region**
Animal Care, APHIS-USDA
Building B, Mailstop #3W11
2150 Centre Avenue
Fort Collins, CO 80526-8117
Phone: (970) 494-7478
Fax: (970) 494-7461
Email: acwest@aphis.usda.gov

**Headquarters**
Animal Care, APHIS-USDA
4700 River Road, Unit 84
Riverdale, MD 20737-1234
Phone: (301) 851-3751
Fax: (301) 734-4978
Email: ace@aphis.usda.gov
Web page: www.aphis.usda.gov/animal_welfare

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EXERCISE PLAN FOR DOGS

Licensee/Registrant Name (type or print legibly)          License/Registration #

The Animal Welfare Regulations, Title 9, CFR, Part 3, Subpart A, Section 3.8, requires all licensees and registrants to develop, document and follow an appropriate exercise plan for their dogs. In addition, the exercise plan must be approved by the attending veterinarian. In developing an exercise plan, you should consider providing positive physical contact with humans that encourages exercise through play or similar activities. If dogs are maintained without sensory contact with other dogs, they must be provided with daily physical contact with humans. Forced methods of exercise such as treadmills, swimming, or carousels are unacceptable for meeting the exercise requirements.

Please check the appropriate box(es) and, if necessary, describe below.

[ ] My dogs are over 12 weeks of age (except bitches with litters) and are housed individually in a cage, pen or run that provides at least two times the floor space required for each dog, as described in Section 3.6(c)(1).

[ ] My dogs are over 12 weeks of age and are housed in compatible groups in a cage, pen or run that provides, in total, at least 100 percent of the required space for each dog if it were maintained separately.

[ ] Other: Please describe the exercise provided to your dogs to meet these requirements (type or print legibly). Attach additional sheets, if necessary.

A. Frequency: ____________________________________________________________

B. Method: ______________________________________________________________
_______________________________________________________________________

C. Duration: ______________________________________________________________

I have read the regulations pertaining to the requirement for a written exercise plan for my dogs and hereby submit this completed “Exercise Plan for Dogs” to meet that requirement.

______________________________________________             __________________
Licensee/Registrant signature                                                     Date

I have read and approve this exercise plan.

______________________________________________
Veterinarian’s name (type or print legibly)

______________________________________________             __________________
Veterinarian’s signature                                                   Date

Note: This is an optional document to assist licensees/registrants in meeting the requirements of Section 3.8 of the regulations. Licensees/Registrants may develop their own formats if desired.
USDA-APHIS-Animal Care

Options for Identification of Dogs & Cats

TAGS: The tags must contain the following information: USDA# (48-A-0000) & Individual # (personal ID #: 1, 27, 32, etc.)

   NOTE: Tags MUST include the letters USDA

MICROCHIPS: The microchip implants must be placed in a standard anatomical location and the licensee/registrant must have an appropriate microchip scanner device available to USDA APHIS officials.

Tattoo: The tattoo letters will be issued by this office after a written request from the licensee.

ID TAGS

Metal:

Ketchum Mfg. Co.
11 Town Shed Rd.
Lake Luzerne, NY 12846
(800)222-0460
http://www.ketchummfg.com

Nat’l Band & Tag Co.
721 York St.
New Port, KY 41072
(859)261-2035
http://www.nationalband.com

The Keyes- Davis Co.
P.O. Box 1557
Battle Creek, MI 49015
(269)962-7505
http://www.keyesdavis.com

Plastic:

Nat’l Band & Tag Co.
721 York St.
New Port, KY 41072
(859)261-2035
http://www.nationalband.com

Microchips:

AVID ID Systems
3185 Hammer Ave.
Norco, CA 92860
(800)371-7505
http://avidid.com

Home-Again
5580 Centerview Drive
Raleigh, NC 27606
(888)466-3242 (1-888-HOMEAGAIN)
https://www.homeagain.com

Revival Animal Health Inc.
P.O. Box 200
Orange City, IA 51041-0200
(800)786-4751
https://www.revivalanimal.com/

USDA does NOT endorse the specific companies listed here.
Many other companies supply tags and microchips that will comply with USDA standards.
# Record of Acquisition of Dogs and Cats on Hand

This record is required by law (7 U.S.C. 2131-2156). (9 CFR, Subchapter A, Parts 1, 2, and 3). Failure to maintain this record can result in a suspension or revocation of license and/or imprisonment for not more than 1 year, or a fine of not more than $1,000, or both.

## 1. Record for ("X")
- [ ] Dealer
- [ ] Holding Facility (Submit copy to Dealer)
- [ ] Other
- [ ] Exhibitor (Dogs and Cats only)

## 2. Name and Address of Licensee, Registrant, or Holding Facility

## 3. Business Year

### From (Mo., Day, Yr.)

### To (Mo., Day, Yr.)

## Identification of Each Animal Being Delivered

### (See reverse for Breed Abbreviations)

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<th>B. Dog Breed</th>
<th>C. Cat Breed</th>
<th>D. Age or Date of Birth</th>
<th>E. WT.</th>
<th>F. Breed or Type* (If mixed breed, list 2 dominant breeds)</th>
<th>G. Description of Animal (Color, Distinctive Marks, Hair, Tail, Tattoos, etc.)</th>
<th>H. Date Acquired</th>
<th>I. Name and Address, USDA License or Registration Number, or Driver's License Number and State, Vehicle License Number and State</th>
<th>J. Date Removed or Sold</th>
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## Inspector Use Only

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Previous edition may be used. Replaces VS 18-5 which may be used.
**BREED ABBREVIATIONS – DOGS (Column F)**

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<td>Maltese</td>
<td>MT</td>
<td>Terrier</td>
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<td>ED</td>
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<td>MP</td>
<td>Walker</td>
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<td>Bedlington Terrier</td>
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<td>Foxhound</td>
<td>FH</td>
<td>Newfoundland</td>
<td>NF</td>
<td>Weimaraner</td>
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<td>Welsh Corgi</td>
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<td>French Bulldog</td>
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<td>Whippet</td>
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<td>Golden Retriever</td>
<td>GR</td>
<td>Redbond Coonhound</td>
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<td>Rhodesian Ridgeback</td>
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<td>JR</td>
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<td>King Charles Spaniel</td>
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**BREED ABBREVIATIONS – CATS (Column F)**

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<td>AB</td>
<td>Manx</td>
<td>MX</td>
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<td>Hound Crossbreed</td>
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<td>Burmese</td>
<td>BU</td>
<td>Persian</td>
<td>PR</td>
<td>Terrier Crossbreed</td>
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<tr>
<td>Domestic Long Hair</td>
<td>DL</td>
<td>Russian Blue</td>
<td>RB</td>
<td>Shepherd Crossbreed</td>
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<tr>
<td>Domestic Short Hair</td>
<td>DS</td>
<td>Rex</td>
<td>RE</td>
<td>Spaniel Crossbreed</td>
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<td>Siamese</td>
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<tr>
<td>Maine Coon</td>
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**TYPE (Column F)**

APHIS 7005 (REVERSE)
JUL 2009
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<th>CONTAINER TAG NO. CRATE OR PEN NO.</th>
<th>NO. ANIMALS</th>
<th>INDIVIDUAL IDENT. TAGS OR TATTOOS (If applicable)</th>
<th>SPECIES</th>
<th>AGE · SEX</th>
<th>ARRIVAL AT PREMISES</th>
<th>DISPOSITION</th>
<th>DATE SOLD, EXCHANGED OR DONATED</th>
<th>DATE DIED (Mo., Day, Year)</th>
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<td>NO. YOUNG</td>
<td>NO. ADULT</td>
<td>INVOICE NO.</td>
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<td>FROM (Name and Address)</td>
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</table>

APHIS FORM 7019 (JAN 90)
Replaces VS 10-19 (972) which may be used.
PROGRAM OF VETERINARY CARE

INSTRUCTIONS
For use of this form, see 9 CFR 2.40 (Animal Welfare Regulations, Title 9, Subchapter A, Part III, Subpart D, Section 2.40)

The attending veterinarian shall establish, maintain, and supervise programs of disease control and prevention, pest and parasite control, pre-procedural and post-procedural care, nutrition, euthanasia, and adequate veterinary care for all animals on the premises of the licensee/registrant. A written program of adequate veterinary care between the licensee/registrant and the doctor of veterinary medicine shall be established. By law, such programs must include regularly scheduled visits to the premises by the veterinarian. Scheduled visits are required to monitor animal health and husbandry.

This optional form or an equivalent format may be used to meet the requirement for a written Program of Veterinary Care. This form may be used as a guideline for developing and writing the veterinary care plan for your animals.

Pages or blocks which do not apply to the facility should be marked N/A. If the space provided is not adequate for a specific topic, additional sheets may be added. Ensure the additional sheets include Section and Item Numbers.

SECTION I. PROGRAM ESTABLISHMENT

<table>
<thead>
<tr>
<th>A. LICENSEE/REGISTRANT</th>
<th>B. VETERINARIAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. NAME</td>
<td>1. NAME</td>
</tr>
<tr>
<td>2. BUSINESS NAME</td>
<td>2. CLINIC NAME</td>
</tr>
<tr>
<td>3. USDA LICENSE/REGISTRATION NUMBER</td>
<td>3. STATE LICENSE NUMBER</td>
</tr>
<tr>
<td>4. STREET MAILING ADDRESS</td>
<td>4. BUSINESS ADDRESS</td>
</tr>
<tr>
<td>5. CITY, STATE, AND ZIP CODE</td>
<td>5. CITY, STATE, AND ZIP CODE</td>
</tr>
<tr>
<td>6. HOME TELEPHONE</td>
<td>7. BUSINESS TELEPHONE</td>
</tr>
</tbody>
</table>

We have read and completed this Program of Veterinary Care and understand our responsibilities.

Regularly scheduled visits by the veterinarian will occur at the following frequency: ________________________.

C. NOTES:
A. VACCINATIONS – SPECIFY THE FREQUENCY OF VACCINATION FOR THE FOLLOWING DISEASES

<table>
<thead>
<tr>
<th></th>
<th>CANINE</th>
<th>ADULT</th>
<th>FELINE</th>
<th>JUVENILE</th>
<th>ADULT</th>
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<td>PARVOVIRUS</td>
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<td>PANCE</td>
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<td>DISTEMPER</td>
<td></td>
<td></td>
<td></td>
<td>RESP. VIRUSES</td>
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<tr>
<td>HEPATITIS</td>
<td></td>
<td></td>
<td></td>
<td>RABIES</td>
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</tr>
<tr>
<td>LEPTOSPIROSIS</td>
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<td>OTHER (specify)</td>
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</tr>
<tr>
<td>RABIES</td>
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</tr>
<tr>
<td>BORDETELLA</td>
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<tr>
<td>OTHER (specify)</td>
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</tbody>
</table>

B. PARASITE CONTROL PROGRAM – DESCRIBE THE FREQUENCY OF SAMPLING OR TREATMENT FOR THE FOLLOWING

1. ECTOPARASITES (fleas, ticks, mites, lice, flies)

2. BLOOD PARASITES (heartworm, Babesia, Ehrlichia, other)

3. INTESTINAL PARASITES (rounds, deworming)

C. EMERGENCY CARE – DESCRIBE PROVISIONS FOR EMERGENCY, WEEKEND, AND HOLIDAY CARE

D. EUTHANASIA

1. SICK, DISEASED, INJURED, OR LAME ANIMALS SHALL BE PROVIDED WITH VETERINARY CARE OR EUTHANIZED. LICENSEES AND REGISTRANTS, IN CONSULTATION WITH THEIR ATTENDING VETERINARIANS, CAN USE METHODS OF EUTHANASIA THAT MEET THE DEFINITION OF EUTHANASIA IN THE ANIMAL WELFARE REGULATIONS, WHICH ALLOWS FOR THE USE OF HUMANE METHODS THAT EITHER:
   - PRODUCE RAPID UNCONSCIOUSNESS AND SUBSEQUENT DEATH WITHOUT EVIDENCE OF PAIN OR DISTRESS, OR
   - UTILIZE ANESTHESIA PRODUCED BY AN AGENT THAT CAUSES PAINLESS LOSS OF CONSCIOUSNESS AND SUBSEQUENT DEATH.

   APPROPRIATE METHODS MAY INCLUDE, BUT ARE NOT LIMITED TO, THOSE DESCRIBED IN THE "AVMA GUIDELINES FOR EUTHANASIA OF ANIMALS".

   EUTHANASIA WILL BE CARRIED OUT BY THE: ☐ VETERINARIAN  ☐ LICENSEE/REGISTRANT

2. METHOD(S) OF EUTHANASIA

E. ADDITIONAL PROGRAM TOPICS – THE FOLLOWING TOPICS HAVE BEEN DISCUSSED IN THE FORMULATION OF THE PROGRAM OF VETERINARY CARE:

☐ CONGENITAL CONDITIONS  ☐ EXERCISE PLAN (dogs)
☐ QUARANTINE CONDITIONS  ☐ PROPER HANDLING OF BIOLOGICS
☐ NUTRITION  ☐ VENERAL DISEASES
☐ ANTHELMINTIC ALTERNATION  ☐ PEST CONTROL AND PRODUCT SAFETY
☐ OTHER (specify) _____________________________________________  ☐ PROPER USE OF ANALGESICS AND SEDATIVES

APHIS FORM 7002
APR 2018
A. VACCINATIONS – LIST THE DISEASES FOR WHICH VACCINATIONS ARE PERFORMED AND THE FREQUENCY OF THE VACCINATIONS (enter N/A if not applicable)

CARNIVORES

HOOFED STOCK

PRIMATES

ELEPHANT’S

MARINE MAMMALS

OTHER (specify)

B. PARASITE CONTROL PROGRAM – DESCRIBE THE FREQUENCY OF SAMPLING OR TREATMENT FOR THE FOLLOWING

1. ECTOPARASITES (lice, ticks, mites, lice, flies)

2. BLOOD PARASITES

3. INTESTINAL PARASITES

C. EMERGENCY CARE

1. DESCRIBE PROVISIONS FOR EMERGENCY, WEEKEND, AND HOLIDAY CARE

2. DESCRIBE CAPTURE AND RESTRAINT METHOD(S)

D. EUTHANASIA

1. SICK, DISEASED, INJURED, OR LAME ANIMALS SHALL BE PROVIDED WITH VETERINARY CARE OR EUTHANIZED. LICENSEES AND REGISTRANTS, IN CONSULTATION WITH THEIR ATTENDING VETERINARIANS, CAN USE METHODS OF EUTHANASIA THAT MEET THE DEFINITION OF EUTHANASIA IN THE ANIMAL WELFARE REGULATIONS, WHICH ALLOWS FOR THE USE OF HUMANE METHODS THAT EITHER:
   - PRODUCE RAPID UNCONSCIOUSNESS AND SUBSEQUENT DEATH WITHOUT EVIDENCE OF PAIN OR DISTRESS, OR
   - UTILIZE ANESTHESIA PRODUCED BY AN AGENT THAT CAUSES PAINLESS LOSS OF CONSCIOUSNESS AND SUBSEQUENT DEATH.

APPROPRIATE METHODS MAY INCLUDE, BUT ARE NOT LIMITED TO, THOSE DESCRIBED IN THE "AVMA GUIDELINES FOR EUTHANASIA OF ANIMALS".

EUTHANASIA WILL BE CARRIED OUT BY THE: ☐ VETERINARIAN ☐ LICENSEE/REGISTRANT

2. METHOD(S) OF EUTHANASIA

E. ADDITIONAL PROGRAM TOPICS – THE FOLLOWING TOPICS HAVE BEEN DISCUSSED IN THE FORMULATION OF THE PROGRAM OF VETERINARY CARE:

☐ PEST CONTROL AND PRODUCT SAFETY ☐ ENVIRONMENT ENHANCEMENT (primates)

☐ QUARANTINE PROCEDURES ☐ WATER QUALITY (marine mammals)

☐ ZOOHOSES ☐ SPECIES-SPECIFIC BEHAVIORS

☐ OTHER (specify) ☐ PROPER STORAGE AND HANDLING OF DRUGS AND BIOLOGICS

☐ PROPER USE OF ANALGESICS AND SEDATIVES

F. LIST THE SPECIES SUBJECTED TO TUBERCULOSIS TESTING AND THE FREQUENCY OF SUCH TESTS
B. VACCINATIONS – LIST THE DISEASES FOR WHICH VACCINATIONS ARE PERFORMED AND THE FREQUENCY (enter NA if not applicable)

C. PARASITE CONTROL PROGRAM – DESCRIBE THE FREQUENCY OF SAMPLING OR TREATMENT FOR THE FOLLOWING
1. ECTOPARASITES (fleas, ticks, mites, lice, flies)

2. INTERNAL PARASITES (Helminths, Coccidia, others)

D. EMERGENCY CARE – DESCRIBE PROVISIONS FOR EMERGENCY, WEEKEND, AND HOLIDAY CARE

E. EUTHANASIA
1. SICK, DISEASED, INJURED, OR LAME ANIMALS SHALL BE PROVIDED WITH VETERINARY CARE OR EUTHANIZED. LICENSEES AND REGISTRANTS, IN CONSULTATION WITH THEIR ATTENDING VETERINARIANS, CAN USE METHODS OF EUTHANASIA THAT MEET THE DEFINITION OF EUTHANASIA IN THE ANIMAL WELFARE REGULATIONS, WHICH ALLOWS FOR THE USE OF HUMANE METHODS THAT EITHER:
   - PRODUCE RAPID UNCONSCIOUSNESS AND SUBSEQUENT DEATH WITHOUT EVIDENCE OF PAIN OR DISTRESS, OR
   - UTILIZE ANESTHESIA PRODUCED BY AN AGENT THAT CAUSES PAINLESS LOSS OF CONSCIOUSNESS AND SUBSEQUENT DEATH.
   APPROPRIATE METHODS MAY INCLUDE, BUT ARE NOT LIMITED TO, THOSE DESCRIBED IN THE "AVMA GUIDELINES FOR EUTHANASIA OF ANIMALS".

   EUTHANASIA WILL BE CARRIED OUT BY THE:   ☐ VETERINARIAN    ☐ LICENSEE/REGISTRANT

2. METHOD(S) OF EUTHANASIA

F. ADDITIONAL PROGRAM TOPICS – THE FOLLOWING TOPICS HAVE BEEN DISCUSSED IN THE FORMULATION OF THE PROGRAM OF VETERINARY CARE:

☐ PASTEURELLOSIS    ☐ SPECIES SEPARATION
☐ PODODERMATITIS   ☐ MALOCCLUSION/OVERGROWN INCISORS
☐ CANNIBALISM      ☐ PEST CONTROL AND PRODUCT SAFETY
☐ WET TAIL         ☐ HANDLING
☐ OTHER (specify) ____________________________________________

APHIS FORM 7002
APR 2018