United States Department of Agriculture

Animal and Plant Health Inspection Service

Animal Care

Fort Collins Office 2150 Centre Avenue Building B, 3W11 Fort Collins, CO 80526
Phone: 970-494-7478
AnimalCare@usda.gov

RE: AWA LICENSE APPLICATION PACKAGE

Dear Applicant:

Thank you for your interest in obtaining a license under the U.S. Department of Agriculture's (USDA) Animal Care program. Included in this package we have enclosed the appropriate information and forms as well as the Animal Welfare Act and Regulations book. As you will see, the different classes for licensing are outlined in the AWA regulations (9CFR, Part 1, Section 1.1). If your operation meets the definition of a Class A, B or C license, please complete the enclosed application (APHIS Form 7003A) and the tax identification sheet (APHIS Form 7030) and return them to the address or email address above, along with a $120.00 licensing fee. Your fee can be made by check, money order, or credit card (APHIS Form 7031). We cannot accept any cash payments.

The application process generally takes 60 days to complete. However, under certain circumstances your application may require further review. Some reasons for further review could include but not limited to the following:

- Prior revocation or suspension of a license or registration.
- Pleas of no lo contendere (no contest) or has found to be in violation of any Federal, State or local laws pertaining to animal cruelty, transportation, ownership, neglect or welfare of animals.
- Is currently or would be operating in violation or circumventing of any Federal, State, or local laws.
- Has made any false or fraudulent statements or provided any false or fraudulent records to our Department or other agencies.

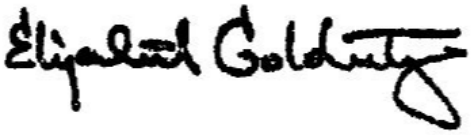
Once a completed application is processed one of our field inspections will contact you to schedule a pre-licensing inspection of your facilities. In preparation for the pre-license inspection you must have your veterinarian complete and sign the enclosed Program of Veterinarian Care (APHIS Forms 7002 or 7002A) and must be signed by you. Keep the completed form with your facility records which will be requested and reviewed by your USDA inspector. Please do not send the PVC form to the office.

An Equal Opportunity Provider and Employer

The licensing process must be completed within 60 days after your initial pre-license inspection. If after the initial inspection, your facility is not in compliance with the AWA regulations you will be allowed two additional inspections to demonstrate full compliance. If your facility still is not in compliance by the 3rd inspection your application will be denied, and you will have to wait 6 months prior to reapplying.

Once full compliance with the AWA regulations and standards has been shown; a three-year license will be issued. We hope this information is helpful and we look forward to hearing from you. Contact this office at 970-494-7478 should you have any questions about the application process or the AWA.

Sincerely,



Elizabeth Goldentyer, D. V. M.
Deputy Administrator
USDA, APHIS, Animal Care

Enclosures

PRE LICENSE APPLICATION PACKAGE FOR LICENSES WITH DOGS, CATS, AND OTHER ANIMALS

APPLICATION FORMS ENCLOSED

- AWA LICENSE APPLICATION PACKAGE LETTER
- LICENSE APPLICATION: APHIS FORM 7003A
- FEDERAL DEBT COLLECTION FORM: APHIS FORM 7030
- CREDIT CARD AUTHORIZATION FORM: APHIS FORM 7031
- ANIMAL WELFARE FORMS ORDER

NEW SEND YOUR COMPLETED APPLICATION AND ALL ASSOCIATED FORMS TO ANIMAL CARE VIA EMAIL USING THE 'SUBMIT APPLICATION' BUTTON FOUND ON PAGE 51.

ADDITIONAL INFORMATION ENCLOSED

- ANIMAL WELFARE ACT FACTSHEET (NOVEMBER 2012)
- DAILY OBSERVATION TECH NOTE (DECEMBER 2017)
- COMPLIANCE INSPECTIONS FACTSHEET (FEBRUARY 2012)
- 3 YEAR AWA LICENSE QUESTIONS AND ANSWERS TECH NOTE (JULY 2020)
- REGULATION OF DOG/CAT BREEDERS AND DEALERS FACTSHEET (FEBRUARY 2014)
- ACCESS TO POTABLE WATER FOR DOGS AND CATS TECH NOTE (JULY 2020)
- MINIMUM SPACE REQUIREMENTS FOR DOGS INFORMATION
- OPTIONS FOR IDENTIFICATION OF DOGS AND CATS INFORMATION
- SUBMISSION OF ITINERARIES TECH NOTE (DECEMBER 2012)

ADDITIONAL FORMS ENCLOSED

APHIS FORM 7002: PROGRAM OF VETERINARY CARE
APHIS FORM 7002A: PROGRAM OF VETERINARY CARE FOR DOGS
APHIS FORM 7005: RECORD OF ACQUISITION OF DOGS AND CATS ON HAND APHIS
APHIS FORM 7006: RECORD OF DISPOSITION OF DOGS AND CATS
APHIS FORM 7010: ITINERARY OF EXHIBITION WITH OVERNIGHT TRAVEL APHIS
APHIS FORM 7013: EXERCISE PLAN FOR DOGS
APHIS FORM 7019: RECORD OF ANIMALS ON HAND
APHIS FORM 7020: RECORD OF ACQUISITION, DISPOSITION, OR TRANSPORT OF ANIMALS

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICES

APPLICATION FOR LICENSE
(TYPE OR PRINT)

OFFICIAL USDA USE ONLY		OMB Approved 0579-0470, Exp 06/2023
SEND THE COMPLETED FORM TO: USDA APHIS ANIMAL CARE, 2150 CENTRE AVE., BUILDING B, 3W11, FORT COLLINS, CO 80526		
LICENSE/CUSTOMER NUMBER	EXPIRATION DATE	DATE RECEIVED

No license shall be issued unless a completed application and appropriate fees are received, and the applicant is in compliance with the standards and regulations (7 U.S.C. §§ 2132-2143). A license may be denied or license terminated if the applicant has made false or fraudulent statements or provided false or fraudulent records to USDA (9 C.F.R §§ 2.11 and 2.12).

1. TYPE OF LICENSE:
☐ CLASS A- BREEDER ☐ CLASS B- DEALER ☐ CLASS C- EXHIBITOR

2. TYPE OF ORGANIZATION:
☐ INDIVIDUAL ☐ PARTNERSHIP ☐ CORPORATION ☐ OTHER

3. NAME, MAILING ADDRESS, AND COUNTY *(SEE INSTRUCTIONS)*:

COUNTY:

4. ADDRESSES OF ALL LOCATIONS, FACILITIES, PREMISES, OR SITES
(P.O. BOX ADDRESSES ARE NOT ACCEPTABLE): ☐ Same as Block 1

COUNTY:
☐ CHECK IF ADDITIONAL LOCATIONS ARE LISTED ON SEPARATE SHEET.
☐ CHECK IF YOU WILL BE TRAVELING OVERNIGHT WITH ANIMALS.

5. TELEPHONE NUMBER(S):

6. EMAIL ADDRESS:

7. PREVIOUS USDA LICENSE NUMBER *(IF ANY)*:

8. ACTIVE USDA LICENSE NUMBER IN WHICH YOU HAVE AN INTEREST:

***9.* VIOLATIONS AND NOLO CONTENDRE** *(9 C.F.R § 2.1(a)(1)(vii))*
Disclose any pleas of nolo contendere (no contest) or finding of a violation of Federal, State, or local laws or regulations pertaining to animal cruelty or the transportation, ownership, neglect, or welfare of animals.
☐ **NONE** ☐ **YES, EXPLAIN (ATTACH ADDITIONAL INFORMATION OR RECORDS.)**

10. IF THE APPLICANT IS A CORPORATION, PARTNERSHIP, OR OTHER BUSINESS ENTITY, LIST THE ENTITY'S OFFICERS AND AGENTS.
☐ CHECK THIS BOX IF ADDITIONAL PERSONS ARE LISTED ON AN ADDITIONAL SHEET.

NAME	TITLE

11. LIST THE ACTUAL OR ANTICIPATED TYPES AND MAXIMUM NUMBER OF ANIMALS OWNED, HELD, MAINTAINED, SOLD, EXHIBITED, OR LEASED AT ANY ONE TIME DURING THE PERIOD OF LICENSURE *(9 CFR §2.1(a)(1)(i))*:

ANIMAL TYPE	NUMBER	ANIMAL TYPE	NUMBER	ANIMAL TYPE	NUMBER
DOGS		NONHUMAN PRIMATES (GROUPS 1-4) §3.80(B)(2)(i)		RHINOCEROSES	
CATS		NONHUMAN PRIMATES (GROUP 5) §3.80(B)(2)(i)		HIPPOPOTAMUSES	
GUINEA PIGS		NONHUMAN PRIMATES (GROUP 6) §3.80(B)(2)(i)		GIRAFFES	
HAMSTERS		BEARS		WILD/EXOTIC HOOFSTOCK	
RABBITS		EXOTIC/WILD FELIDS AND HYBRIDS		MARINE MAMMALS	
FARM ANIMALS (exclude horses)		HYENAS, EXOTIC/WILD CANIDS AND HYBRIDS		**TOTAL ANIMALS**	
OTHER ANIMALS (not listed elsewhere)		ELEPHANTS			

☐ CHECK THIS BOX IF ADDITIONAL PAGES ARE USED TO LIST ANIMALS.

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 certify that I have reviewed the Act, regulations, and standards. To the best of my knowledge and belief, I am in compliance with and agree to continue to comply with all the regulations and standards in 9 CFR, Subpart A, Parts 1, 2, and 3. I certify that I am and all listed persons are 18 years of age or older.

12. SIGNATURE:	13. PRINT NAME AND TITLE:	14. DATE:

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 0579-0470. 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.

INSTRUCTIONS FOR LICENSE APPLICATION
(APHIS FORM 7003A & TAX IDENTIFICATION SHEET)

- **Please** read all instructions before completing the application and Tax ID sheet.
- **Contact** the USDA APHIS Animal Care office at 970-494-7478 for any questions.
- **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".
- **ONLY send** to the USDA APHIS Animal Care office**:**
  1. Application (APHIS FORM 7003A)
  2. Tax ID sheet (Green sheet)
- **Payments** can be made by check, money order, or credit card. Cash is not accepted.

Completing the APHIS Form 7003A License Application:

Block 1: Check the box that best describes your business activity.

- **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 2: Check the box that best describes your business.

- **Individual** – Owner name only listed in Block 3.
- **Partnership** – Either partner's name or business name listed in Block 3.
- **Corporation** or **Other** – Business name listed in Block 3.

Block 3: Complete this block with the applicant name mailing address, and county.

- **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.

- **Mailing 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.

Block 4: List the addresses of all locations, facilities, premises, or sites where the animals, equipment, vehicles, and records are or will be located.

- P.O. Boxes cannot be listed in this Block.
- Include the county that the address is located.
- If necessary, use an additional sheet if more than one address.

Block 5: List the telephone number where the applicant can be reached.

Block 6: List the email address that is used to send and receive electronic correspondence to the applicant/licensee.

Block 7: Complete this block if you had a previous license number.

Block 8: Complete this block if you have a business interest in another active USDA license.

Block 9: Disclose if you have any animal violations or have pled no contest to animal incidents. If yes, describe the incident(s) and attach additional information or records, if necessary.

Block 10: 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.
- Indicate the person who should be listed as the attention person for receiving mail.

  If applying as a **Corporation** or **Other;**

  List all names authorized to conduct business for this license.

  Owner cannot be used as a title.

  Indicate the person who should be listed as the attention person for receiving mail.

Block 11: List the actual or anticipated number of animals for each types of animals in the businesses inventory.

- For animals listed under Group 5 Nonhuman primates include baboons and non-brachiating species larger than 33.0 lbs. (15 kg.).
- For animals listed under Group 6 Nonhuman primates include great apes over 55.0 lbs. (25 kg.) and brachiating species.

Block 12-14: Complete these blocks with an authorized person's signature, name, title, and date the application is signed.

Privacy Act Notice

Authority: The Animal Welfare Act (AWA), 7 U.S.C. 2131 *et seq*., and the regulations issued thereunder, 9 CFR parts 1 through 4; and the Horse Protection Act (HPA), 15 U.S.C. 1821 *et seq*., and the regulations issued thereunder, 9 CFR parts 11 and 12.
Purpose: This system supports APHIS' administrative activities and enforcement of the AWA and HPA.
Routine Uses:
In addition to those disclosures generally permitted under 5 U.S.C. 552a (b) of the Privacy Act, records maintained in the system may be disclosed outside USDA as follows:

(1) APHIS may disclose the name, city, State, license or registration type and/or status, or change of a license or registrant to any person pursuant to 9 CFR 2.38(c) and 2.127;
(2) APHIS may disclose annual reports submitted to APHIS by licensees and research facilities to any person pursuant to 9 CFR 2.7 and 2.36;
(3) APHIS may disclose inspection reports and other regulatory correspondence issued to licensees and registrants [from the agency] to any attending veterinarian in order to carry out duties under the AWA pursuant to 9 CFR 2.33 and 2.40;
(4) APHIS may disclose the name, telephone number and other contact information, location, inspection reports, and regulatory and other correspondence of licensees, registrants, permitees, and applicants for the same, to appropriate Federal, foreign, State, local, Tribal, or other public authority agencies or officials, in order to carry out duties under the AWA or State, local, Tribal or other public authority on the same subject pursuant to 7 U.S.C. 2145(b);
(5) APHIS may disclose inspection reports of licensees and registrants, and permit status, to any pet store or other entity that is required under State, local, Tribal, or other public authority to verify a licensee, registrant, or permitee's compliance with the AWA;
(6) APHIS may disclose information to the National Academies of Sciences, Engineering, and Medicine, and any other research institution engaged or approved by the Department, to the extent APHIS deems the disclosure necessary to complete research and/or compile a report in furtherance of the Department's mission;
(7) APHIS may disclose final adjudicatory AWA and HPA decisions or orders by an appropriate authority to any person;
(8) APHIS may disclose to any person the name, city, and State or other information to the extent necessary for proper identification of persons (referred to as "Designated Qualified Persons" or "DQPs") that are or have been qualified to detect and diagnose a horse that is sore or otherwise inspect horses for purposes of enforcing the HPA and of horse industry organizations or associations (referred to as "HIOs") that have currently or have had in the past DQP programs certified by the USDA;
(9) APHIS may disclose to any regulated horse owner, HIO, and other entities responsible for licensure or required to verify compliance with the HPA, HPA inspection findings and regulatory and other correspondence issued to persons or entities regulated under the HPA;
(10) APHIS may disclose to any person the name, city, and State or other information to the extent necessary for proper identification of any person or entity who has been disqualified, suspended, and/or otherwise prohibited from showing or exhibiting any horse, or judging or managing any horse show, horse exhibition, horse sale, or horse auction under the HPA and the terms of such action;
(11) APHIS may disclose to any person the name, city, and State or other information to the extent necessary for proper identification of any regulated individual or entity whose license or permit has been suspended, revoked, expired, terminated, or denied under the AWA and the terms of such action;
(12) APHIS may disclose to appropriate law enforcement agencies, entities, and persons, whether Federal, foreign, State, local, or Tribal, or other public authority responsible for enforcing, investigating, or prosecuting an alleged violation or a violation of law or charged with enforcing, implementing, or complying with a statute, rule, regulation, or order issued pursuant thereto, when a record in this system on its face, or in conjunction with other records, indicates a violation or potential violation of law, whether civil, criminal, or regulatory in nature, and whether arising by general statute or particular program statute, or by regulation, rule, or court order issued pursuant thereto, if the information disclosed is relevant to any enforcement, regulatory, investigative, or prosecutive responsibility of the receiving entity;
(13) APHIS may disclose to the Department of Justice when the agency, or any component thereof, or any employee of the agency in his or her official capacity, or any employee of the agency in his or her individual capacity where the Department of Justice has agreed to represent the employee, or the United States, in litigation, where the agency determines that litigation is likely to affect the agency or any of its components, is a party to litigation or has an interest in such litigation, and the use of such records by the Department of Justice is deemed by the agency to be relevant and necessary to the litigation; provided, however, that in each case, the agency determines that disclosure of the records to the Department of Justice is a use of the information contained in the records that is compatible with the purpose for which the records were collected;
(14) APHIS may disclose information in this system of records to a court or adjudicative body in administrative, civil, or criminal proceedings when: (a) The agency or any component thereof; or (b) any employee of the agency in his or her official capacity; or (c) any employee of the agency in his or her individual capacity where the agency has agreed to represent the employee; or (d) the United States Government, is a party to litigation or has an interest in such litigation, and by careful review, the agency determines that the records are to be for a purpose that is compatible with the purpose for which the agency collected the records;
(15) APHIS may disclose information from this system of records to appropriate agencies, entities, and persons when: (a) USDA suspects or has confirmed that there has been a breach of the system of records; (b) USDA has determined that as a result of the suspected or confirmed breach there is a risk of harm to individuals, USDA (including its information systems, programs, and operations), the Federal Government, or national security; and (c) the disclosure made to such agencies, entities, and persons is reasonably necessary to assist in connection with USDA's efforts to respond to the suspected or confirmed compromise and prevent, minimize, or remedy such harm;
(16) APHIS may disclose information from this system of records to another Federal agency or Federal entity, when the USDA determines that information from this system of records is reasonably necessary to assist the recipient agency or entity in (a) responding to a suspected or confirmed breach or (b) preventing, minimizing, or remedying the risk of harm to individuals, the recipient agency or entity (including its information systems, programs, and operations), the Federal Government, or national security, resulting from a suspected or confirmed breach;
(17) APHIS may disclose information in this system of records to USDA contractors and other parties engaged to assist in administering the program, analyzing data, developing information management systems, processing Freedom of Information Act requests, and conducting audits. Such contractors and other parties will be bound by the nondisclosure provisions of the Privacy Act;
(18) APHIS may disclose information in this system of records to USDA contractors, partner agency employees or contractors, or private industry employed to identify patterns, trends, or anomalies indicative of fraud, waste, or abuse;
(19) APHIS may disclose information in this system of records to a Congressional office from the record of an individual in response to any inquiry from that Congressional office made at the written request of the individual to whom the record pertains;
(20) APHIS may disclose information in this system of records to the National Archives and Records Administration or to the General Services Administration for records management activities conducted under 44 U.S.C. 2904 and 2906; and
(21) APHIS may disclose information in this system of records to the Treasury Department as necessary to carry out any and all functions within their jurisdiction, including but not limited to, processing payments, fees, collections, penalties, and offsets.

Disclosure: Furnishing this information is voluntary; however, failure to furnish this information may impede your ability to comply with the requirements of the Animal Welfare Act, regulations, and standards.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required 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.	**OMB Approved** 0579-0036

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

Federal Debt Collection Form

Clear form

1: State -- Select from dropdown --	**2: Customer Number:**
	3. Certificate Number:

The Federal Debt Collection Act of 1996 requires APHIS to obtain your Federal Taxpayer Identification Number. This would be either your Federal Employer Identification Number (EIN) or your Social Security Number(s) (SSN). This number is for the purpose of collecting and reporting any delinquent amounts arising out of a relationship with the Federal Government. Your SSN or EIN is required to process your license/registration application.

New license/registration applications: You must submit your SSN or EIN using this form.

Renewing license/registration applications:

- You must resubmit your SSN or EIN number using this form.
- If the number submitted does not match your previously submitted EIN or SSN, your application for license/registration renewal will be returned with instructions and your renewal delayed.
- If your SSN, EIN, and/or type of organization changes, you may have to apply for a new license/registration.

If the license/registration certificate is issued to a corporation or partnership, all partners' names and SSN or EIN must be listed.

4: Business Name or Individual Name or Partner Name:	**5: Federal Taxpayer Identification Number**
Name:	EIN or SSN:
Name:	EIN or SSN:
Name:	EIN or SSN:
Name:	EIN or SSN:
Name:	EIN or SSN:
Name:	EIN or SSN:
Name:	EIN or SSN:
Name:	EIN or SSN:

Instructions: Federal Debt Collection Form

- **Please** read all instructions before completing the Federal Debt Collection form.
- **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.
- **Mail** in with the application and appropriate fees.

Block 1: Insert the State of the business address of the licensee/registrant.

Block 2: Insert the customer number.

Block 3: Insert the certificate number.

Block 4 and 5: Insert the name of the individual, business, partnership, corporation, or other i.e. John Smith; John Smith Kennels; JS Kennels; JS Kennels, Inc.

(a) If an **Individual**; write the individual's Social Security Number.
(b) If 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.

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 the 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.

OMB APPROVED
0579-0036

SEND COMPLETED FORM TO THIS ADDRESS:

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
ANIMAL CARE

CREDIT CARD PAYMENT AUTHORIZATION

RETURN COMPLETED FORM WITH YOUR LICENSE APPLICATION.
THIS FORM WHEN COMPLETED CONTAINS SENSITIVE PERSONAL INFORMATION. SEE REVERSE SIDE FOR PRIVACY ACT STATEMENT.

SECTION I - CARDHOLDER AND CUSTOMER INFORMATION

1A. USDA CERTIFICATE NUMBER:	1C. USDA CUSTOMER NUMBER:
2. CUSTOMER	**3. CARDHOLDER** *(if different from customer)*
A. NAME *(first, middle initial, last)*:	A. NAME *(first, middle initial, last)*
B. PERMANENT MAILING ADDRESS *(no P.O. box)*:	B. PERMANENT MAILING ADDRESS *(no P.O. box)*:
C.COUNTY: RESIDENTIAL NON-RESIDENTIAL	C. COUNTY:
D. TELEPHONE NUMBER *(include area code)*:	D. TELEPHONE NUMBER *(include area code)*:
E. EMAIL ADDRESS:	E. EMAIL ADDRESS:

SECTION II - CREDIT CARD INFORMATION

4. CREDIT CARD TYPE *(select one)*:	A. CREDIT CARD ACCOUNT NUMBER:	B. CARD VERIFICATION CODE:	C. CARD EXPIRATION DATE:
VISA MASTERCARD AMEX DISCOVER			

SECTION III - AUTHORIZATION

I authorize the United Stated Department of Agriculture Animal and Plant Health Inspection Service (USDA APHIS) to charge $_____ to my account.

5A. CARDHOLDER SIGNATURE:	5B. DATE:

FOR USDA USE ONLY

6. ACTION *(select one)*:	A. DATE:	B: BY:	C: AUTHORIZATION CODE:
ACCEPTED NOT ACCEPTED			

7. REASON IF NOT ACCEPTED:

ANIMAL WELFARE FORMS ORDER

# of Forms	or	# of Pkgs	Form #	Title & Description
_____		N/A	7002	Program of Veterinary Care (PVC) one per licensee/with insert NOTE: 7002 only necessary if change vets and/or protocols or move.
_____		_____	7005	Record of Dogs & Cats on Hand – 100/pkg **also available on our website at http://www.aphis.usda.gov/animal_welfare/downloads/forms/aph7005.pdf
_____		_____	7006	Record of Disposition of Dogs/Cats – 100/pkg **also available on our website at http://www.aphis.usda.gov/animal_welfare/downloads/forms/aph7006.pdf
_____		_____	7006A	Continuation Sheet of Disposition of Dogs/Cats – 100 pkg **also available on our website at http://www.aphis.usda.gov/animal_welfare/downloads/forms/aph7006a.pdf
_____		_____	7019	Record of Animals on Hand (other than dogs/cats) – 50/pkg
_____		_____	7020	Record of Disposition of Animals (other than dogs/cats) – 50/pkg **also available on our website at http://www.aphis.usda.gov/animal_welfare/downloads/forms/aph7020.pdf
_____		_____	7020A	Continuation Sheet of Record of Disposition of Animals (other than dogs/cats) – 50/pkg
_____				Live Animal sticker for pet transportation
_____				Animal Welfare Act Regulation (blue) Book
_____			N/A	Other: _____

****These are 3-part forms. If you print from the website, two copies must be made after the forms are filled in.**

Ordered by: License #: _____ or Customer #: _____

Name: _____

Business Name: _____

Address: _____

City, State, Zip: _____

Area Code & Phone #: _____

Order taken by: _____ Date: _____

Order filled by: _____ Date: _____

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

04/01/2013

Animal Care

www.aphis.usda.gov/animal_welfare/

Factsheet

USDA APHIS

United States Department of Agriculture

Animal and Plant Health Inspection Service

The Animal Welfare Act

For nearly 50 years, the U.S. Department of Agriculture (USDA) has enforced the Animal Welfare Act (AWA) to protect certain animals from inhumane treatment and neglect. Congress passed the AWA in 1966 and strengthened the law through amendments in 1970, 1976, 1985, 1990, 2002, 2007, and 2008. The USDA's Animal and Plant Health Inspection Service (APHIS) administers the AWA, its standards, and its regulations.

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.

[continued, reverse side]

Animal Care

Factsheet

www.aphis.usda.gov/animal_welfare/

USDA

United States Department of Agriculture

Animal and Plant Health Inspection Service

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

November 2012

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, or marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720–2600 (voice and TDD). To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326–W, Whitten Building, 1400 Independence Avenue, S.W., Washington, D.C. 20250–9410 or call (202) 720–5964 (voice and TDD). USDA is an equal opportunity provider and employer.

Animal Care
Tech Note
USDA APHIS
United States Department of Agriculture
Animal and Plant Health Inspection Service
www.aphis.usda.gov/animal_welfare/

December 2017

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?
  - Itching? Scabbing? Lumps? Bumps? Parasites?
- 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

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720–2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250–9410, or call (800) 795–3272 (voice) or (202) 720–6382 (TDD). USDA is an equal opportunity provider and employer.

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

USDA is an equal opportunity provider and employer.

USDA United States Department of Agriculture

Tech Note

Animal and Plant Health Inspection Service • Animal Care www.aphis.usda.gov/animal_welfare/

July 2020

Questions and Answers: Three-Year Animal Welfare Act (AWA) License

Q. When will I have to obtain the three-year license?
A. All current licensees will be randomly assigned the year in which their license will transition to the three-year license. In August 2020 licensees will be notified of the year in which their license will transition to a three-year license. They will keep the same license expiration month and day.

Beginning on November 9, 2020, all licensees will pay a $40 one-year license renewal fee. Beginning on October 1, 2021, one-third of the renewing licensees will be notified via U.S. mail 120 days before the start of their renewal month that their license will become a three-year license. Beginning on October 1, 2022, another third of the remaining licensees will transition to the three-year license. Beginning on October 1, 2023, the remaining licensees will transition to the three-year license. The three-year license fee is $120.

After November 9, 2020, any applicant that does not currently have an AWA license will be required to apply for a three-year license during the initial application process, regardless of calendar year.

No license will be issued until the applicant pays the license fee and demonstrates upon inspection that the animals, premises, facilities, vehicles, equipment, locations, and records are in compliance with all applicable requirements in the Act and the regulations and standards in this subchapter.

Q. How do I get an application to apply for a license?
A. You may download a license application package on-line or call the Animal Care office in Fort Collins, CO at (970) 494-7478:
After November 9, 2020 the downloadable application form found online can be used for a 3-year new license and a 1-year renewal of license. A cover sheet will be provided with your application fee.
Class "A" and Class "B" licensees:
https://www.aphis.usda.gov/animal_welfare/downloads/forms/APHIS_Form_7003-7003A_Class-A-and-B_AppKit.pdf

Q. Can I apply for a license on-line?
A. No, not at this time. Please send the application forms to the address provided in the kit instructions.

Q. Where do I send the application?
A. Once the application is filled out and ready to submit, send it to:

USDA-APHIS-Animal Care
2150 Centre Avenue Building B
Mailstop 3W11
Fort Collins, CO 80526-8117
Email: animalcare@usda.gov
Phone: (970) 494-7478

Q. What is the deadline for submitting the license application for the three-year license?
A. The licensee must submit the application and pay the $120 license fee 90 days before your license expiration date to ensure timely processing of the new license. The pre-license inspection(s) must be passed prior to their license expiration date.

Q. My license is expiring in less than 90 days and I have not yet received notice via U.S. mail. What do I do?
A. You may contact the Animal Care office in Fort Collins, CO at

USDA-APHIS-Animal Care
2150 Centre Avenue Building B
Mailstop 3W11
Fort Collins, CO 80526-8117

Email: animalcare@usda.gov
Phone: (970) 494-7478

The renewal application and instructions, including where to send the application, can be obtained on-line at: https://www.aphis.usda.gov/aphis/ourfocus/animalwelfare/SA_Regulated_Businesses/SA_Request_License_Registration_Application_Kit, or by contacting your local inspector or the Fort Collins office.

Q. Is the pre-licensing inspection announced or unannounced?
A. All pre-licensing inspections are announced. The date and time are agreed upon by the applicant and the inspector.

Q. How many chances do I get to pass the pre-licensing inspections?
A. The applicant has up to three pre-licensing inspections within 60 days to demonstrate compliance with the AWA. If the first inspection reveals that the applicant's animals, premises, facilities, vehicles, equipment, locations, or records do not meet the applicable requirements, USDA will advise the applicant of existing deficiencies and the corrective measures that must be completed to come into compliance with the regulations and standards. An applicant may request up to two more inspections by USDA to demonstrate his or her compliance with the Act and the regulations and standards.

Q. What if I don't pass the third pre-licensing inspection?
A. Any applicant who has not demonstrated compliance with the requirements by the third pre-licensing inspection may appeal all or part of the inspection findings to the Deputy Administrator. To appeal, the applicant must send a written statement contesting the inspection finding(s) and include any documentation or other information in support of the appeal. To receive consideration, the appeal must be received by the Deputy Administrator within 7 days of the date the applicant received the third pre-licensing inspection report. Within 7 days of receiving a timely appeal, the Deputy Administrator will issue a written response to notify the applicant whether APHIS will issue a license or deny the application. If the Deputy Administrator denies the appeal there may be additional appeal opportunities.

Q. Where do I send the appeal?
A. All appeals can be sent to:
Dr. Elizabeth Goldentyer
APHIS Animal Care (AC)
U.S. Department of Agriculture
4700 River Road/6D-03F
Riverdale, MD 20787
Email: animalcareappeals@usda.gov

Q. If I don't pass my pre-licensing inspection, how long do I have to wait to reapply?
A. Six months from the date of the failed inspection or six months from the expiration of the time to request an inspection.

Q. What happens if my application is denied?
A. An applicant whose initial license application has been denied may request a hearing in accordance with the applicable rules of practice for the purpose of showing why the application for license should not be denied. The denial of an initial license application shall remain in effect until the final decision has been rendered. Should the license denial be upheld, the applicant may again apply for a license one year from the date of the final order denying the application, unless the order provides otherwise.

Q. What happens if there are changes to the business?
A. Licenses are issued to specific persons, specific activities, types and numbers of animals, and approved sites. A new license must be obtained upon change of ownership, location, activities, or animals. A licensee shall notify Animal Care no fewer than 90 days and obtain a new license before any change in the name, address, substantial control or ownership of his business or operation, locations, activities, or number or type of animals.

Q. What happens if I obtain more or different animals?
A. The applicant shall include on the license application, among other information, the anticipated maximum number of animals to be on hand at any one time during the period of licensure and the anticipated type of animals to be owned, held, maintained, sold, or exhibited, including those animals leased, during the period of licensure. Licenses authorize increments of 50 animals on hand at any single point in time during the period of licensure. A licensee must obtain a new license before any change resulting in more than the authorized number of animals on hand at any single point in time during the period of licensure.

Licenses authorize the use of dogs, cats, guinea pigs, hamsters, rabbits, nonhuman primates, marine mammals, and other species. Licenses must specifically authorize the use of baboons and nonbrachiating species larger than 33 lbs.; great apes over 55 lbs. and brachiating species; exotic and wild felids (including but not limited to lions, tigers, leopards, cheetahs, jaguars, cougars, lynx, servals, bobcats, and caracals, and any hybrid cross thereof); hyenas and/or exotic and wild canids (including but not limited to wolves, coyotes, foxes, and jackals); bears; and mega-herbivores (including but not limited to elephants, rhinoceroses, hippopotamuses, and giraffes). A licensee must obtain a new license before using any animal beyond those types or numbers of animals authorized under the existing license.

Q. How often will I be inspected after I receive my license?
A. The frequency of inspection is dependent on types of animals, past inspection history, and other risk factors. Facilities should expect at least one inspection a year.

Q. When can I expect unannounced inspections to occur?
A. USDA is authorized to conduct unannounced inspections during a reasonable number of hours between 7 a.m. and 7 p.m. each week of the year. USDA coordinates with licensees and registrants who do not maintain regular public business hours to establish optimal times for inspection.

Q. What does the three-year license cost?
A. All AWA applicants and licensees will pay a flat licensing fee of $120 for the three-year license. There is no refund of the fee if the licensing process is abandoned or the license is denied.

Q. How do I pay the three-year license fee?
A. The applicant may pay the fee by certified check, cashier's check, personal check, money order, or credit card. An applicant whose check is returned by a bank will be charged a fee of $20 for each returned check. If an applicant's check is returned, subsequent fees must be paid by certified check, cashier's check, money order or credit card.

Q. Can I change my one-year license to a 3-year license right away?
A. No, transition your license to the three-year license in the year in which you are assigned. This will allow USDA to complete the licensing process smoothly and on time.

Q. Is there a difference in the licensing inspection process for entities that currently hold a license vs a new applicant?
A. Yes, entities that are currently licensed are familiar with the regulations and standards. They have already passed a 'pre-license inspection', are conducting regulated activities, and are expected to be maintaining compliance. Entities that are not currently licensed are not conducting regulated activities. For them the pre-license process is an opportunity to become familiar with the regulations and what is required to keep their facility in compliance and decide if they wish to be licensed to conduct regulated activities. Therefore, current licensees must pass a "Re-license" inspection while new

applicants must pass a “Pre-license” inspection prior to issuance of their license.

Q. What is the difference between a “Re-license” inspection and a “Pre-license” inspection?

A. Both types require full compliance with the AWA to pass the announced inspection. During a “pre-license” inspection, noncompliances cited on the inspection report will not be labeled as critical, direct, or repeat, photos and videos will be taken during the 3rd pre-license inspection but will not be posted to the Public Search Tool. During the “re-license” inspection, the critical, direct, or repeat designation will be used when applicable, photos will be taken as needed and the reports will be posted to the Public Search Tool after a 21-day opportunity for appeal.

USDA is an equal opportunity provider and employer.

Questions and Answers: Regulation of Dog/Cat Breeders and Dealers

Q. Who regulates commercial dog/cat breeders and dealers?
A. Facilities that breed and sell their animals to pet stores, brokers, or research facilities are covered under the Animal Welfare Act (AWA). The facility operators are required to obtain a license from the U.S. Department of Agriculture's (USDA) Animal and Plant Health Inspection Service (APHIS). APHIS inspectors from the Animal Care program conduct unannounced compliance inspections to ensure that the animals receive humane care and treatment. Many States and local governments also have their own laws that protect animals. USDA-licensed breeders and dealers also have to comply with these laws.

Q. What types of dog/cat breeders and dealers does the USDA regulate? Which breeders and dealers are not regulated under the AWA?
A. The AWA requires that the following breeders/dealers obtain USDA licenses: (1) people who breed dogs and cats for use as pets or for other purposes and sell them sight unseen at the retail level; and (2) the wholesale dealers who supply these animals to pet stores, brokers, or research facilities. The AWA does not cover all animals in all situations, including household pets sold face-to-face at retail, pets owned by individuals, and pets housed in shelters or pounds. USDA's jurisdiction is limited to the authority granted by the AWA. As indicated previously, States and local governments may create and enforce their own laws and regulations to protect animals, which may exceed the AWA standards.

Q. How do facilities become licensed?
A. In order to engage in regulated activities, a dog/cat breeder or dealer must first apply for an AWA license from USDA. Next, the applicant must pass a pre-license inspection and be in full compliance with all of the AWA standards and regulations. If the applicant passes the inspection and then pays the appropriate license fee, USDA Animal Care issues him or her a license.

Q. What system does the USDA use to inspect dog/cat breeding facilities?
A. USDA uses a risk-based inspection system to make the best use of its resources. The frequency of a facility's inspections is determined by its compliance record. All licensed facilities are inspected, but USDA inspectors conduct more frequent inspections at those facilities that have more difficulty adhering to the regulations. Inspectors may also visit a facility when USDA receives a complaint regarding that facility.

Q. What standards of care and other conditions does USDA require of dog/cat breeders and dealers?
A. USDA-licensed breeders and dealers are required to meet the standards of humane animal care and treatment established by the AWA and its associated regulations. These regulations and standards cover areas such as housing, sanitation, food, water, and protection against extremes of weather and temperature. Breeders and dealers must also employ a full-time veterinarian or arrange for a contract veterinarian to visit their business regularly. A facility that employs a part-time or contract veterinarian needs to establish a written program of veterinary care, which must be available to USDA inspectors for review. To prevent lost or stolen animals from being used for AWA-regulated activities, USDA requires breeders and dealers to maintain accurate and complete records of the sources of all their animals. They are also required to keep records of the dates of acquisition and disposition and to properly identify the animals on their premises.

Q. What is USDA's role regarding the commercial transport of animals?
A. AWA regulations require licensed dealers, contract carriers, and intermediate handlers to provide regulated animals with humane care and treatment. Transported animals must meet established minimum age and health certification requirements. They must be housed in proper containers with adequate space and ventilation, and they must be protected from extreme temperatures. Animals arriving at a terminal must be promptly picked up and must receive proper care until they are picked up by the receiving party. Dogs imported into the United States for the purpose of resale must be vaccinated and in good health, and they must be at least 6 months of age.

Q. Why and under what circumstances does USDA confiscate animals?

A. If a regulated animal is in a state of unrelieved suffering and the licensee/registrant is not arranging for the proper veterinary care, USDA is authorized by the AWA to confiscate that animal. USDA will issue the facility a notice of intent to confiscate, which gives the licensee/registrant a final opportunity to arrange for proper medical care. If adequate veterinary care is not given at that point, the confiscation process moves quickly. In some cases, USDA will negotiate with the facility so that it surrenders the animal(s) directly to an outside organization, thus simplifying the process and expediting placement of the animal(s).

Q. How does USDA address AWA violations?

A. USDA conducts thorough inspections. If an inspector sees anything that is not in compliance with the AWA standards and regulations, he or she will cite this as a noncompliant item on the inspection report. The inspector will explain the item to the licensee/registrant and establish a deadline for when the matter must be corrected. Repeat noncompliances and serious incidents may warrant investigations, which are the precursors to potential enforcement actions, including warning letters, monetary fines, cease-and-desist orders, license suspensions, and license revocations. Only a USDA administrative law judge can designate a noncompliant item as an actual violation.

Q. Can an AWA violation ever be a criminal offense?

A. Only certain AWA violations are pursued as criminal offenses, such as those related to animal fighting or maintaining fraudulent acquisition/disposition records. In these cases, the USDA Office of the Inspector General typically conducts investigations, and the U.S. Department of Justice prosecutes them. These cases are not overseen by USDA administrative law judges. Outcomes in criminal cases may include a prison sentence and/or monetary fines.

Additional Information

For more specific information about the AWA and its regulations and standards, visit the USDA Animal Care Web site at **www.aphis.usda.gov/animal_welfare.**

Contact information for the Animal Care regional and headquarters offices is listed below.

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

USDA is an equal opportunity provider and employer.

USDA United States Department of Agriculture

Tech Note

Animal and Plant Health Inspection Service • Animal Care www.aphis.usda.gov/animal_welfare/

July 2020

Questions and Answers: Access to Potable Water for Dogs and Cats

Q. What access do animals need to potable water?
A. Dogs must have continuous access to potable drinking water at all times unless restricted by the attending veterinarian. This includes evenings, weekends, and holidays. The regulation for watering cats has not changed. Cats must be offered potable water as necessary to ensure their health and well-being, but not less than twice daily for a minimum of 1 hour each time, unless restricted by the attending veterinarian or an IACUC approved protocol.

Q. Are there any circumstances that water can be restricted?
A. Yes, water restrictions may be approved by your Attending Veterinarian (AV) or an IACUC approved protocol.

Q. What is potable water?
A. The definition of potable water has not changed by the new regulation. Potable water is water that is safe to drink and will not cause illness or injury if consumed. The presence of debris, dirt, algae, animal waste, or other organic matter can be an indicator the water is contaminated. If the water cannot be reasonably assumed to be potable, the water should be replaced with potable water. Other indications of contaminated water include; cloudy or colored water, water giving off an odor, an oil film on top of the water, or if the animals seem reluctant to drink the water. Testing can be performed to determine the safety of the water.

Q. Are there specific ways to provide continuous water as required by the regulation?
A. No, there are no specific watering systems that are required. Any combination of personnel and equipment can be used if the system provides clean, potable water in clean vessels/containers to the dogs or cats. The water must be delivered on demand or at all times, with bowls refilled as needed for dogs. To prevent spilling and empty bowls that might result, licensees and registrants should consider equipment that prevents tipping of the bowls. Licensees and registrants that utilize an automatic water system, such as the use of a lixit faucet waterer, should check the system regularly to assure that it is working properly and delivering water continually.

Q. If my dog just tipped over and spilled the water bowl and my inspector shows up to conduct an inspection will this be seen as non-compliant?
A. The regulations require that you provide dogs with continuous access to potable drinking water at all times. If during an inspection there are dogs that do not have access to water, this will be considered a noncompliance. There may be circumstances where the water bowl has just spilled, you should discuss options with your inspector.

Veterinary Care Requirements for Dogs

Q. When do I need an Attending Veterinarian?
A. The regulation has not change for Attending Veterinarians. All licensees and registered research facilities are required to have an Attending Veterinarian (§2.40; §2.33)

Q. When do I need a written Program of Veterinary Care?
A. A written Program of Veterinary Care is always needed, and a signed copy should be kept at the licensed or registered facility.

Q. What is required on the written Program of Veterinary Care?
A. For facilities with dogs, written formal arrangements must be made and signed by the Attending Veterinarian that includes the following; regularly scheduled annual visits, complete physical annual exams of each dog by the Attending Veterinarian, a schedule for vaccinations for contagious and/or deadly diseases of dogs (including rabies, parvovirus and distemper), a schedule for sampling and treatment of parasites and other pests (including fleas, worms, coccidia, giardia, and heartworm), and preventative care and treatment for healthy hair coats, nails, eyes, ears, skin, and teeth. Lastly, the written program of veterinary care must address the requirements for adequate veterinary care

for every dealer and exhibitor in § 2.40 of this subchapter and every research facility in § 2.33 of this subchapter, and § 3.13 of this subchapter for dogs . A signed copy of the written program of veterinary care should be kept at the licensed or registered facility

Q. Is a specific form for the written Program of Veterinary Care for Dogs needed?
A. No, however the APHIS Form 7002A, Program of Veterinary Care for Dogs, can be used but is not required. This form is available on-line at https://www.aphis.usda.gov/library/forms/pdf/aphis7002a.pdf . The form is a fillable *.pdf* file. It can also be printed or downloaded for your convenience. You can use this form or another method that meets the requirements.

Q. How often do dogs need to be examined by the attending veterinarian?
A. According to Section 3.13, dogs must have a complete physical examination not less than once every 12 months.

Q. Must the Attending Veterinarian conduct every head to tail exam on every dog?
A. No, the Attending Veterinarian can delegate authority to another veterinarian to complete this work.

Q. Does the Attending Veterinarian have to come out to my facility?
A. Yes, the Attending Veterinarian has to make regularly scheduled visits not less than every 12 months to all premises where animals are kept.

Q. What does my Program of Veterinary Care have to include if I have dogs and other animals?
A. You have to meet the new requirements for dogs in the Program of Veterinary Care and you still have to meet the requirements under §2.40 for licensees (§2.33 for registrants) for other species.

Q. Do I need to have medical records for dogs?
A. Yes, Medical records are now required for all dogs. Routine husbandry procedures, such as vaccinations, preventive medical procedures, or treatments, performed on all dogs in a group, may be kept on a single record. Copies of the medical records should be kept at the facility for review by the APHIS inspector.

Q. What should be included in the medical records?
A. Section 3.13(b) outlines the minimum information needed in the medical record.

Q. Is there a specific form or system I need to use for the medical records?
A. No, there is no specific form or format required to be used as long as the information requested in §3.13b is used. Records should be logical and legible. Copies of the records should be kept at the facility for review by the APHIS inspector.

Q. Where should medical records be kept?
A. Copies of the medical records should be kept at the facility and be readily accessible for review by the APHIS inspector. Traveling exhibitors should keep copies of the records while in travel status or be able to provide them to the inspector.

Q. How long should medical records for dogs be kept?
A Medical records for dogs shall be kept and maintained by the dealer or exhibitor for at least 1 year after the dog is euthanized or disposed of, and any period in excess of 1 year to comply with Federal, State, or local law. Medical records for dogs shall be kept and maintained by the research facility for the duration of the research activity, and for an additional 3 years after the dog is euthanized or disposed of, or any period in excess of 3 years to comply with Federal, State of local laws.

Q. What vaccinations are required for the dogs?
A. In §3.13(a)(3) the vaccinations specifically mentioned include rabies, parvovirus and distemper, unless otherwise required by a research protocol approved by the IACUC at research facilities. In accordance with the schedule provided by or any additional vaccines required by the Attending Veterinarian.

Q. Who is required to sign the Program of Veterinary Care for it to be compliant?
A. The Attending Veterinarian is required to sign the Program of Veterinary Care.

Q. What routine preventative care do I need to perform for dogs?
A. Routine preventative care includes maintaining a healthy and unmatted hair coat, properly trimmed nails,

and clean and healthy eyes, ears, skin, and teeth. In addition, skin must be observed and cared for to address skin conditions and ectoparasites such as fleas and mites. Dogs should be routinely dewormed in accordance with a written Program of Veterinary Care. Heartworm prevention should also be administered as prescribed by the Attending Veterinarian.

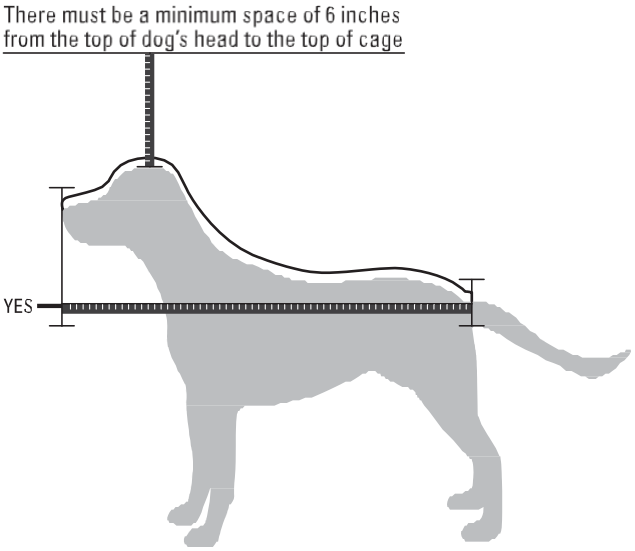
USDA is an equal opportunity provider and employer.

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.



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

Dog Length (in)	Sq Ft Needed	Dog Length (in)	Sq Ft Needed	Dog Length (in)	Sq Ft Needed
7	1.17	19	4.34	31	9.51
8	1.36	20	4.69	32	10.03
9	1.56	21	5.06	33	10.56
10	1.78	22	5.44	34	11.11
11	2.01	23	5.84	36	12.25
12	2.25	24	6.25	38	13.44
13	2.51	25	6.67	40	14.69
14	2.78	26	7.11	42	16.00
15	3.06	27	7.56	44	17.36
16	3.36	28	8.03	46	18.78
17	3.67	29	8.51	48	20.25
18	4.00	30	9.00		

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 inches + 6) x (31 inches + 6) = 1369 inches

Step 2: Calculate additional minimum floor space per puppy.

1369 square inches x 0.05 = 68.45 sqaure inches Scout's puppies each need 68.45 square inches of space

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

68.45 square inches x 9 puppies = 616.05 square inches 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 square inches + 616.05 square inches = 1985.05 square inches 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.

$$\frac{1985.05 \text{ square inches}}{144} = 13.79 \text{ square feet}$$

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.

USDA APHIS the Center for Food Security & Public Health Iowa State University

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.

Animal Care
Tech Note
USDA APHIS
United States Department of Agriculture
Animal and Plant Health Inspection Service
www.aphis.usda.gov/animal_welfare/

December 2012

Submission of Itineraries (§2.126(c))
Questions and Answers

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 (AC) 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. AC personnel conduct unannounced inspections of licensed or registered facilities to assess compliance.

In order to perform unannounced inspections, AC must know the location(s) of regulated animals. Animals that are traveling for exhibition purposes are not usually found at the licensee's home site. Submission of itineraries for traveling animals is necessary to provide the opportunity for unannounced inspections to determine compliance with the AWA.

The following questions (Q) and answers (A) will clarify information about this new regulation:

Q. What does this rule do?
A. As part of its work under the Animal Welfare Act, APHIS published a final rule to provide more specific requirements for the submission of itineraries by traveling exhibitors. Traveling exhibitors are those exhibitors who intend to exhibit an animal at any location other than their main facility. Under the final rule, when these animals travel away from their approved site overnight or longer, the exhibitor must provide APHIS with an itinerary no fewer than two days in advance of the trip's start.

Q. Why is this rule necessary?
A. As part of AWA regulations, exhibitors must provide APHIS Animal Care inspectors with readily available access to premises and animals. In order to do so, APHIS must be aware of the animals' location. The itinerary information required by this rule will allow APHIS Animal Care inspectors to conduct unannounced inspections wherever those animals are being exhibited in order to ensure compliance with regulations and standards for animal welfare. APHIS will be able to better focus its time and resources on inspecting AWA-regulated animals rather than trying to locate those animals.

Q. What should the itinerary I submit include?
A. The itinerary will include:

- The name and license or registration number under the Act of the person who will exhibit the animals, and if any animals are leased, borrowed, loaned, or under some similar arrangement, the name of the person who owns the animals;
- The name, identification number or identifying characteristics, species (common or scientific name), sex and age of each animal; and
- The names, dates, and locations where the animals will travel, be housed, and be exhibited, including all anticipated dates and locations for any stops and layovers.

Q. Where and how do I submit my itinerary?
A. Submit your itinerary to APHIS by fax, USPS mail, or by e-mail. Use the state you are licensed in to determine your local Regional office, and send your itinerary in care of the Regional Director.

Eastern Regional Office
USDA, APHIS, Animal Care
920 Main Campus Drive, Suite 200
Raleigh, NC 27606
FAX: 919-855-7123 or 919-855-7124
aceast@aphis.usda.gov

Western Regional Office
USDA, APHIS, Animal Care
2150 Centre Ave.
Bldg. B, Mail Stop #3W11
Fort Collins, CO 80526-8117
Fax: 970-494-7461
acwest@aphis.usda.gov

If submitting the information by e-mail, please place your certificate number, customer number, or business name (not all three, just one), and the word “itinerary” in the subject line of the e-mail.

Q. Who in Animal Care should be notified of any revision of itinerary?
A. If the itinerary changes, the exhibitor must notify APHIS of any revisions by fax, mail or e-mail, following the same guidance you did to submit the original itinerary.

Q. Why should itineraries be submitted no fewer than 2 days before the start of travel?
A. Animal Care requires advance notification in order to ensure that Animal Care inspectors can make unannounced inspections at any location where the animals are exhibited. These inspections help ensure compliance with regulations and standards for animal welfare.

Q. How many comments were received from all parties during the comment period?
A. We received 790 comments during the 60-day comment period.

Q. Who commented on the proposed rule?
A. We received comments from animal welfare organizations, exhibitor and trade associations, exhibitors and private citizens.

Q. Can you summarize whether the comments were for, or against this rule?
A. A large number of commenters supported the proposed rule as written. Among the reasons provided for their support, commenters stated that the proposed provisions would make it easier for APHIS to monitor adherence to the regulations and that the rule would have little impact on the majority of exhibitors who already submit itineraries in a timely manner.

Q. What concerns were raised during the comment period? How did APHIS respond?
A. This rule was modified from the earlier proposed version to address concerns, including:

- The zoo industry was concerned about increased burden if all travel away from the zoo had to be reported. APHIS clarified that this requirement only applied to travel that was overnight or longer.
- The traveling exhibition industry was concerned with the level of detail being requested and how to submit the information. APHIS clarified exactly what information was needed and how to submit it.

Q. Do penalties change under this new rule?
A. No. This rule has no impact on penalties.

Q. Couldn't the release of such detailed information about exhibitor stops compromise the safety of animals and their caretakers?
A. APHIS is aware of concern about the potential release of itinerary information under the Freedom of Information Act. However, similar information is already required to be reported to Animal Care and there have been no issues. A person seeking information submitted to APHIS would need to request such information under the Freedom of Information Act, which exempts from release commercial or financial information that is privileged or confidential.

Q. Isn't 2 days advance notice impractical? Wouldn't it prohibit some exhibitors from accepting certain engagements?
A. Moving animals offsite for exhibition for longer than a day requires special preparations for housing, security, food, water, employees, public barriers and perimeter fences. Such arrangements are typically made well in advance of travel. Preparing and submitting an itinerary at the same time is not impractical.

However, APHIS recognizes the need for some flexibility regarding this requirement. If an exhibitor does accept an engagement for which travel will begin with less than 48 hours' notice, the exhibitor must contact the APHIS Animal Care regional director immediately in writing with the itinerary information. Facsimiles or e-mails are acceptable. We expect such notifications on shortened notice to be infrequent.

Additional Information
For more information contact:
Animal Care
USDA, APHIS
4700 River Road, Unit 84
Riverdale, MD 20737
E–mail: ace@aphis.usda.gov

USDA is an equal opportunity provider and employer.

Clear 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 1 hour 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.

OMB APPROVED
0579-0036

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEATH INSPECTION SERVICE
ANIMAL CARE

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

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

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:

☐ check if not applicable

SECTION II. DOGS AND CATS

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

CANINE			FELINE		
	JUVENILE	ADULT		JUVENILE	ADULT
PARVOVIRUS			PANLEUK		
DISTEMPER			RESP. VIRUSES		
HEPATITIS			RABIES		
LEPTOSPIROSIS			OTHER *(specify)*		
RABIES					
BORDETELLA					
OTHER *(specify)*					

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 *(fecals, 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:

- o PRODUCE RAPID UNCONSCIOUSNESS AND SUBSEQUENT DEATH WITHOUT EVIDENCE OF PAIN OR DISTRESS, OR
- o 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
- ☐ QUARANTINE CONDITIONS
- ☐ NUTRITION
- ☐ ANTHELMINTIC ALTERNATION
- ☐ OTHER *(specify)* _____
- ☐ EXERCISE PLAN *(dogs)*
- ☐ PROPER HANDLING OF BIOLOGICS
- ☐ VENEREAL DISEASES
- ☐ PEST CONTROL AND PRODUCT SAFETY
- ☐ PROPER USE OF ANALGESICS AND SEDATIVES

☐ check if not applicable

SECTION III. WILD AND EXOTIC ANIMALS

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

ELEPHANTS

MARINE MAMMALS

OTHER (*specify*)

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

1. ECTOPARASITES *(fleas, 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

☐ QUARANTINE PROCEDURES

☐ ZOONOSES

☐ OTHER *(specify)* _____

☐ ENVIRONMENT ENHANCEMENT (*primates*)

☐ WATER QUALITY (*marine mammals*)

☐ SPECIES-SPECIFIC BEHAVIORS

☐ 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

☐ check if not applicable

SECTION IV. OTHER WARMBLOODED ANIMALS

A. INDICATE SPECIES

B. VACCINATIONS – LIST THE DISEASES FOR WHICH VACCINATIONS ARE PERFORMED AND THE FREQUENCY *(enter N/A 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, other)*

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

☐ PODODERMATITIS

☐ CANNIBALISM

☐ WET TAIL

☐ OTHER *(specify)* _____

☐ SPECIES SEPARATION

☐ MALOCCLUSION/OVERGROWN INCISORS

☐ PEST CONTROL AND PRODUCT SAFETY

☐ HANDLING

Clear 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 0579-0470. The time required to complete this information collection is estimated to average 1 hour 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.

OMB APPROVED
0579-0470
EXP: 06/2023

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEATH INSPECTION SERVICE
ANIMAL CARE

PROGRAM OF VETERINARY CARE FOR DOGS

INSTRUCTIONS

Each dealer, exhibitor, and research facility must follow an appropriate program of veterinary care for dogs that is developed, documented in writing, and signed by the attending veterinarian. 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 dogs on the premises of the licensee/registrant. The program of veterinary care must include regularly scheduled visits, not less than every 12 months, by the attending veterinarian to all premises where animals are kept.

By law, such programs must comply with the Animal Welfare Act and Title 9 C.F.R., Chapter 1, Subchapter A, §§ 3.13 and 2.33 or 2.40. This includes, but is not limited to:

- Employing an attending veterinarian under formal arrangements who shall provide adequate veterinary care to the animals in compliance with this section.
- Assuring that the attending veterinarian has appropriate authority to ensure the provision of adequate veterinary care and to oversee the adequacy of other aspects of animal care and use.
- Ensuring the availability of appropriate facilities, personnel, equipment, and services to comply with the provisions of Chapter 1, Subchapter A, §§ 3.13 and 2.33 or 2.40.
- Ensuring the use of appropriate methods to prevent, control, diagnose, and treat diseases and injuries.
- Ensuring the availability of emergency, weekend, and holiday care.
- Ensuring daily observation of all animals to assess their health and well-being and a mechanism of direct and frequent communication so that timely and accurate information on problems of animal health, behavior, and well-being is conveyed to the attending veterinarian.
- Ensuring adequate guidance to personnel involved in the care and use of animals regarding handling, immobilization, anesthesia, analgesia, tranquilization, and euthanasia; and adequate pre-procedural and post-procedural care in accordance with established veterinary medical and nursing procedures.

Dealers, exhibitors, and research facilities must keep medical records for dogs and make the records available for APHIS inspection.

Dealers, exhibitors, and research facilities must keep and maintain the written program and make it available for APHIS inspection. **This optional form or an equivalent format may be used to meet the requirement for a written Program of Veterinary Care for Dogs. This form may be used as a guideline for developing and writing the veterinary care plan for your dogs.** 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. LICENSEE / REGISTRANT / VETERINARIAN INFORMATION

A. LICENSEE / REGISTRANT	B. VETERINARIAN
1. NAME	1. NAME
2. BUSINESS NAME	2. CLINIC NAME
3. USDA LICENSE/REGISTRATION NUMBER	3. STATE LICENSE NUMBER
4. STREET MAILING ADDRESS	4. BUSINESS ADDRESS
5. CITY, STATE, AND ZIP CODE	5. CITY, STATE, AND ZIP CODE
6. TELEPHONE NUMBER(S)	6. TELEPHONE NUMBER(S)
7. EMAIL ADDRESS	7. EMAIL ADDRESS

C. Regularly scheduled visits by the veterinarian to all premises where dogs are kept, to assess and ensure the adequacy of veterinary care and other aspects of animal care and use will occur, at the following frequency: _____.

SECTION II. ATTENDING VETERINARIAN SIGNATURE

I have read and completed this Program of Veterinary Care for Dogs and understand my responsibilities as an attending veterinarian. (9 C.F.R § 1.1).

1. PRINTED NAME	2. SIGNATURE	3. DATE

SECTION III. COMPLETE PHYSICAL EXAMINATIONS FROM HEAD TO TAIL

SPECIFY THE FREQUENCY Note: the frequency must be not less than every 12 months. (For example: 10% of adult dogs each month; each breeding female before being bred; each 1 week old puppy; all dogs at each annual visit to the premises, etc.)

A. ADULTS:

B. PUPPIES:

SECTION IV. VACCINATION, PARASITE CONTROL, AND PREVENTIVE CARE

IF MORE SPACE IS NEEDED, ADDITIONAL PAGES MAY BE ADDED

A. VACCINATION SCHEDULE –
(Specify the frequency; for example 2 doses 2-4 wks. apart starting at 8 wks. of age.)

	INITIAL VACCINATION	SECOND VACCINATION	REVACCINATION (BOOSTER)	NOTES
PARVOVIRUS *(Required; explain if not scheduled)*				
DISTEMPER *(Required; explain if not scheduled)*				
RABIES *(Required; explain if not scheduled)*				
LEPTOSPIROSIS				
HEPATITIS				
BORDETELLA				
OTHER *(specify)*				

If any vaccination is not scheduled, attach an additional page to explain.

B. PARASITE CONTROL PROGRAM – DESCRIBE THE FREQUENCY OF SAMPLING AND/OR TREATMENT FOR THE FOLLOWING:
*(*Required; explain if not scheduled. Attach an additional page if needed.)*

1. ECTOPARASITES *(*fleas, ticks, mites, lice, flies, other)*
2. BLOOD PARASITES *(*heartworm, Babesia, Ehrlichia, other)*
3. INTESTINAL PARASITES *(*worms, *coccidia, *giardia; other)*

C. PREVENTIVE CARE AND TREATMENT PLAN TO MAINTAIN: *(Include when the veterinarian must be consulted. Attach an additional page if needed.)*

1. HEALTHY AND UNMATTED HAIR COATS
2. PROPERLY TRIMMED NAILS
3. CLEAN AND HEALTHY EYES
4. CLEAN AND HEALTHY EARS
5. CLEAN AND HEALTHY SKIN
6. CLEAN AND HEALTHY TEETH
7. OTHER

SECTION V. EMERGENCY CARE AND SAFE HANDLING PRACTICES, EUTHANASIA, AND OTHER TOPICS

IF MORE SPACE IS NEEDED, ADDITIONAL PAGES MAY BE ADDED

A. EMERGENCY CARE

DESCRIBE PROVISIONS FOR EMERGENCY, WEEKEND, AND HOLIDAY CARE

B. SAFE HANDLING PRACTICES

DESCRIBE SAFE HANDLING PRACTICES FOR DIFFICULT TO HANDLE DOGS (SUCH AS DOGS THAT ARE VICIOUS, UNPREDICTABLE, UNSOCIALIZED, WOLF HYBRIDS, ETC.)

C. EUTHANASIA

1. LICENSEES AND REGISTRANTS, IN CONSULTATION WITH THEIR ATTENDING VETERINARIANS, MAY 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
- USE 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 (PER METHODS REVIEWED AND APPROVED BY THE ATTENDING VETERINARIAN)

2. METHOD(S) OF EUTHANASIA CARRIED OUT BY THE VETERINARIAN

3. METHOD(S) OF EUTHANASIA CARRIED OUT BY THE LICENSEE/REGISTRANT

SECTION VI. OTHER ASPECTS OF ANIMAL CARE AND USE –

☐ PEST CONTROL AND PRODUCT SAFETY	☐ DOG BEHAVIORAL AND SOCIAL NEEDS
☐ QUARANTINE PROCEDURES	☐ POTENTIAL VENEREAL DISEASES AND HOW TO MITIGATE/MANAGE THEM
☐ NUTRITIONAL PARAMETERS AND RECOMMENDATIONS	☐ PROPER STORAGE AND HANDLING OF MEDICATIONS AND BIOLOGICS
☐ MEASURES TO MITIGATE ANTHELMINTIC RESISTANCE	☐ PROPER USE OF ANALGESICS AND SEDATIVES (USE ONLY AS PRESCRIBED BY THE ATTENDING VETERINARIAN)
☐ POTENTIAL CONGENITAL CONDITIONS AND HOW TO MITIGATE/MANAGE THEM	☐ OTHER *(specify)*

Clear 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 2 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.

OMB APPROVED
0579-0036

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

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")	USDA LICENSE OR REGISTRATION NUMBER	2. NAME AND ADDRESS OF LICENSEE, REGISTRANT, OR HOLDING FACILITY	3. BUSINESS YEAR FROM (*Mo., Day, Yr.*)	3. BUSINESS YEAR TO (*Mo., Day, Yr.*)	4. PAGE NUMBER
☐ **Dealer** ☐ **Holding Facility** (*Submit copy to Dealer*) ☐ **Other** ☐ **Exhibitor** (*Dogs and Cats only*)					

IDENTIFICATION OF EACH ANIMAL BEING DELIVERED (*See reverse for Breed Abbreviations*)									ACQUIRED FROM		DISPOSITION	
A. TATTOO OR USDA TAG NUMBR	B. DOG "X" M OR F		C. CAT "X" M OR F		D. AGE OR DATE OF BIRTH	E. WT.	F. BREED OR TYPE * (*If mixed breed, list two dominant breeds*)	G. DESCRIPTION OF ANIMAL (*Color, Distinctive Marks, Hair, Tail, Tattoos, etc.*)	H. DATE ACQUIRED	I. NAME AND ADDRESS, USDA LICENSE OR REGISTRATION NUMBER, OR DRIVER'S LICENSE NUMBER AND STATE, VEHICLE LICENSE NUMBER AND STATE	J. DATE REMOVED OR SOLD	K. DATE DIED OR EUTHANIZED (*Specify*)
	M	F	M	F								
	M	F	M	F								
	M	F	M	F								
	M	F	M	F								
	M	F	M	F								
	M	F	M	F								

APHIS 7005 JUL 2009	INSPECTOR USE ONLY	LAST INSPECTION (*Date*)	TOTAL NUMBER ANIMALS ENTERED SINCE LAST INSPECTION	COUNT TOTAL NUMBER ANIMALS ACTUALLY ON PREMISES	DIFFERENCE (+ OR -)	DATE	INITIALS

Previous edition may be used. Replaces VS 18-5 which may be used.

BREED ABBREVIATIONS – DOGS (*Column F*)

Afghan Hound	- AH	Dachshund	- DH	Komondor	- KM	Shih-tzu	- SI
Airedale Terrier	- AD	Dalmatian	- DL	Labrador Retriever	- LR	Silky Terrier	- ST
Akita	- AK	Doberman	- DB	Lhasa Apso	- LA	Spitz	- SZ
American Bull Terrier	- AB	Elkhound	- EH	Malamute	- MM	Springer Spaniel	- SR
Basenji	- BS	English Bulldog	- EB	Mastiff	- MA	Staffordshire Bull Terrier	- SA
Basset Hound	- BH	English Setter	- ES	Maltese	- MT		
Beagle	- BE	Eskimo Dog	- ED	Miniature Pinscher	- MP	Walker	- WK
Bedlington Terrier	- BL	Foxhound	- FH	Newfoundland	- NF	Weimaraner	- WI
Bichon Frise	- BF	Fox Terrier	- FT	Old English Sheepdog	- OE	Welsh Corgi	- WC
Black and Tan Coonhound	- BT	French Bulldog	- FB	Pekingese	- PK	Whippet	- WH
		German Shepherd	- GS	Pomeranian	- PM	Yorkshire Terrier	- YT
Bluetick	- BK	German Short Haired Pointer	- SH	Poodle	- PO	Other (*Specify*)	
Boston Terrier	- BO			Pug	- PU		
Boxer	- BX	Golden Retriever	- GR	Redbond Coonhound	- RB		
Bullmastiff	- BM	Gordon Setter	- GO	Rhodesian Ridgeback	- RR		
Cairn Terrier	- CT	Great Dane	- GD	Rottweiler	- RW		
Catahoula	- CU	Great Pyrenees	- GP	Saint Bernard	- SB		
Chihuahua	- CA	Greyhound	- GH	Samoyed	- SM		
Chinese Crested Dog	- CD	Husky	- HK	Schipperkee	- SK		
Chow-Chow	- CC	Irish Setter	- IS	Schnauzer	- SN		
Cocker Spaniel	- CK	Jack Russell Terrier	- JR	Scottish Terrier	- SC		
Collie	- CL	Keeshond	- KH	Shar-pei	- SP		
Coonhound (*Specify*)	- CH	King Charles Spaniel	- KC	Shetland Sheepdog	- SS		

BREED ABBREVIATIONS – CATS (*Column F*)

Abyssinian	- AB	Manx	- MX
Burmese	- BU	Persian	- PR
Domestic Long Hair	- DL	Russian Blue	- RB
Domestic Short Hair	- DS	Rex	- RE
Himalayan	- HM	Siamese	- SI
Maine Coon	- MC	Other (*Specify*)	

TYPE (*Column F*)

Hound Crossbreed	- HX
Terrier Crossbreed	- TX
Shepherd Crossbreed	- SX
Spaniel Crossbreed	- PX

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 30 minutes 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.

OMB APPROVED
0579-0036

This record is required by law (7 U.S.C. 2131-2156, and 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.

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

RECORD OF DISPOSITION OF DOGS AND CATS

☐ SALE ☐ EXCHANGE OR TRANSFER ☐ DONATION

1. SELLER'S INVOICE NUMBER

2. PAGE OF

3. DATE OF DISPOSITION

4. DEALER'S LICENSE NUMBER OR RESEARCH FACILITY REGISTRATION NUMBER

5. SELLER OR DONOR *(name and address)*

6. BUYER OR RECEIVER *(name and address)*

7. DELIVERY BY *(check one and complete applicable items 8 and 9)*

☐ COMMERCIAL SHIPPER ☐ BUYER'S VEHICLE ☐ SELLER'S VEHICLE

8. NAME AND ADDRESS OF COMPANY OR FIRM *(include ZIP code)*

9. NAME AND ADDRESS OF TRUCK DRIVER *(include ZIP code)*

10. RECEIVED BY	11. SIGNATURE	12. TITLE	13. DATE

14. IDENTIFICATION OF ANIMALS BEING DELIVERED *(* See reverse for breed abbreviations for dogs and cats. If mixed breed, list 2 dominant breeds)*

COMPLETE ITEMS A THRU G FOR EACH ANIMAL

A. IDENTIFICATION NUMBER	B. DOG	C. CAT	D. AGE OR DATE OF BIRTH	E. WEIGHT	F. BREED OR TYPE *	G. DESCRIPTION OF ANIMAL *(color, distinctive marks, hair, tail, tattoos, etc.)*
	"X" M OR F					
	M F	M F				
	M F	M F				
	M F	M F				
	M F	M F				
	M F	M F				
	M F	M F				
	M F	M F				
	M F	M F				
	M F	M F				
	M F	M F				
	M F	M F				
	M F	M F				
	M F	M F				
	M F	M F				
	M F	M F				

APHIS FORM 7006
AUG 2019

(Previous edition may be used.)

BREED ABBREVIATIONS – DOGS (*Column F*)

Afghan Hound	- AH	English Setter	- ES	Pomeranian	- PM
Airedale Terrier	- AD	Eskimo Dog	- ED	Poodle	- PO
Akita	- AK	Foxhound	- FH	Pug	- PU
American Bull Terrier	- AB	Fox Terrier	- FT	Redbone Coonhound	- RB
Basenji	- BS	French Bulldog	- FB	Rhodesian Ridgeback	- RR
Basset Hound	- BH	German Shepherd	- GS	Rottweiler	- RW
Beagle	- BE	German Short Haired Pointer	- SH	Saint Bernard	- SB
Bedlington Terrier	- BL			Samoyed	- SM
Bichon Frise	- BF	Golden Retriever	- GR	Schipperkee	- SK
Black and Tan Coonhound	- BT	Gordon Setter	- GO	Schnauzer	- SN
		Great Dane	- GD	Scottish Terrier	- SC
Bluetick	- BK	Great Pyrenees	- GP	Shar-pei	- SP
Boston Terrier	- BO	Greyhound	- GH	Shetland Sheepdog	- SS
Boxer	- BX	Husky	- HK	Shih-tzu	- SI
Bullmastiff	- BM	Irish Setter	- IS	Silky Terrier	- ST
Cairn Terrier	- CT	Jack Russell Terrier	- JR	Spitz	- SZ
Catahoula	- CU	Keeshond	- KH	Springer Spaniel	- SR
Chihuahua	- CA	King Charles Spaniel	- KC	Staffordshire Bull Terrier	- SA
Chinese Crested Dog	- CD	Komondor	- KM		
Chow-Chow	- CC	Labrador Retriever	- LR	Walker	- WK
Cocker Spaniel	- CK	Lhasa Apso	- LA	Weimaraner	- WI
Collie	- CL	Malamute	- MM	Welsh Corgi	- WC
Coonhound (*Specify*)	- CH	Mastiff	- MA	Whippet	- WH
Dachshund	- DH	Maltese	- MT	Yorkshire Terrier	- YT
Dalmatian	- DL	Miniature Pinscher	- MP	Other (s*pecify*)	
Doberman	- DB	Newfoundland	- NF		
Elkhound	- EH	Old English Sheepdog	- OE		
English Bulldog	- EB	Pekingese	- PK		

DOGS, CROSSBREED

Hound Crossbreed	- HX
Terrier Crossbreed	- TX
Shepherd Crossbreed	- SX
Spaniel Crossbreed	- PX

BREED ABBREVIATIONS – CATS (*Column F*)

Abyssinian	- AB	Manx	- MX	Other (s*pecify*)
Burmese	- BU	Persian	- PR	
Domestic Long Hair	- DL	Russian Blue	- RB	
Domestic Short Hair	- DS	Rex	- RE	
Himalayan	- HM	Siamese	- SI	
Maine Coon	- MC			

Clear Form

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
ANIMAL CARE

ITINERARY OF EXHIBITION WITH OVERNIGHT TRAVEL

OMB APPROVED
0579-0036

DATE PREPARED:

Any person who is subject to the Animal Welfare regulations and who intends to exhibit any animal at any location other than the person's approved site (including, but not limited to, circuses, traveling educational exhibits, animal acts, and petting zoos), except for travel that does not extend overnight, shall submit a written itinerary to the USDA Animal Care National Director.

SECTION I - LICENSEE AND ANIMAL OWNER INFORMATION

1. NAME OF LICENSEE *(first, middle initial, last)*:	2. NAME OF ANIMAL OWNER *(if different than Item 1)*:	3. DOING BUSINESS AS (DBA) *(if applicable)*:	4. USDA CERTIFICATE NUMBER:

SECTION II - TRAVEL INFORMATION

5. DATE(S) OF EXHIBITION *(MM/DD/YY TO MM/DD/YY)*:

6. NAME OF TRANSPORTER:

A. DRIVER NAME *(first, middle initial, last)*:

B. COMPANY NAME:

7. ITINERARY	(1) DATES *(MM/DD/YY - MM/DD/YY)*	(2) LOCATION NAME	(3) LOCATION ADDRESS *(building name, street address, GPS coordinates, landmarks, etc.)*
A. STOP OR LAYOVER 1			
B. STOP OR LAYOVER 2			
C. STOP OR LAYOVER 3			
D. STOP OR LAYOVER 4			

☐ CONTINUATION PAGE *(use APHIS Form 7010A)*

SECTION III - ANIMAL INFORMATION

8. ANIMAL NAME	(1) ID NO.	(2) DESCRIPTION	(3) TYPE *(common name)*	(4) TYPE (scientific name)	(5) AGE	(6) GENDER
A.						
B.						
C.						
D.						
E.						

☐ CONTINUATION PAGE *(use APHIS Form 7010A)*

SECTION IV - ACKNOWLEDGEMENT

USDA animal welfare regulations, particularly Title 9 Code of Federal Regulations Section 2.126, requires written itineraries of exhibitions with overnight travel be submitted to APHIS Animal Care. By submitting this form, the preparer acknowledges it contains complete and accurate information concerning the name of the person who intends to exhibit the animal and transport the animal for exhibition purposes, including any businessman, and a current Act license or registration number. The itinerary also contain the names, dates, and locations (with addresses) where the animals will travel, be housed, and be exhibited. This includes all layovers. Finally, the preparer agrees to notify the USDA Animal Care Deputy Administrator of any changes made to submitted itineraries.

PAPERWORK REDUCTION ACT 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 0579-0036. The time required to complete the 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.

INSTRUCTIONS FOR COMPLETING APHIS FORM 7010, ITINERARY OF EXHIBITION WITH OVERNIGHT TRAVEL

This form may be typed or completed by hand. If by hand, please ensure all entries are legible.

Date Prepared: Enter the date the form was prepared.

Item 1: Enter the licensee's full name.

Item 2: Enter the animal owner's full name if different than the licensee.

Item 3: Enter the alias doing business as name, if applicable.

Item 4: Enter the licensee's USDA certificate number.

Item 5: Enter the start and end dates of the exhibition. Use MM/DD/YY for the date format.

Item 6: Enter the full name and employer of the animal transporter.

Item 7: Enter the itinerary for the exhibition. In Column (1), enter the start and end dates of each stop or layover. In Column (2), enter the location name of the stop or layover. In Column (3), enter the location's address (e.g., full street, city, and state address; building name; GPS coordinates; and/or landmarks (i.e., water tower)). If the itinerary includes more than four stops or layovers, check the continuation page box and complete APHIS Form 7010A, Itinerary of Exhibition With Overnight Travel Continuation Sheet.

Item 8: For each animal being transported, enter its name and in Column (1), its identification number. In Column (2), enter a brief description of the animal (e.g., long haired collie, brown and white, 30 pounds). In Column (3), enter the common name of the animal type (e.g., dog). In Column (4), enter the scientific name of the animal type (e.g., Canis lupus familiaris). In Column (5), enter the animal's age in years. In Column (6), enter the animal's gender (e.g., male or female). If the exhibition includes more than five animals, check the continuation page box and complete APHIS Form 7010A, Itinerary of Exhibition With Overnight Travel Continuation Sheet.

Mail the completed form to USDA APHIS Animal Welfare, 2150 Centre Avenue Building B, Mailstop 3W11, Fort Collins, CO 80526-8117, or send by email to animalcare@usda.gov. For additional assistance, call (970) 494-7478.

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 the 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.

OMB APPROVED
0579-0036

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE ANIMAL CARE

EXERCISE PLAN FOR DOGS

The Title 9 Code of Federal Regulations Section 3.8 (9 CFR 3.8) requires all licensees and registrants to develop, document, and follow an appropriate exercise plan for their dogs. In developing an exercise plan, providing positive physical contact with humans that encourages exercise through play or similar activities should be considered. 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. The exercise plan must be approved by the attending veterinarian.

This form is optional for licensees/ registrants developing exercise plans per the regulations. Locally developed formats may be used if desired.

SECTION I - LICENSEE/REGISTRANT INFORMATION

1. NAME OF LICENSEE/REGISTRANT *(first, middle initial, last)*:	2. USDA CERTIFICATE NUMBER:

SECTION II - SPACE ALLOCATION DECLARATION

3. SELECT THE APPROPRIATE BOX THAT BEST DESCRIBES THE ALLOCATED SPACE FOR YOUR DOGS:

☐ A. 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 9 CFR 3.6(c)(1).

☐ B. 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.

SECTION III - EXERCISE PLAN

4. FREQUENCY:

☐ CONTINUED ON SEPARATE PAGE

5. METHOD:

☐ CONTINUED ON SEPARATE PAGE

6. DURATION:

☐ CONTINUED ON SEPARATE PAGE

SECTION IV - LICENSEE/REGISTRANT ACKNOWLEDGEMENT

I have read the regulatory requirements for a written exercise plan for my dogs and hereby establish this completed plan to fulfill them.

7A. SIGNATURE OF LICENSEE/REGISTRANT:	7B. DATE:

SECTION V - VETERINARIAN CERTIFICATION

I have read and approve this exercise plan.

8A. NAME, TITLE, ADDRESS, AND SIGNATURE OF VETERINARIAN:	8B. DATE:

INSTRUCTIONS FOR COMPLETING
APHIS FORM 7013, EXERCISE PLAN FOR DOGS

This form may be typed or completed by hand. If by hand, please ensure all entries are legible.

Item 1: Enter the licensee's or registrants' full name.

Item 2: Enter the licensee's or registrants' USDA license/registration certificate number.

Item 3: Select the appropriate check box. Select (A) if the dogs are individually housed in a cage, pen, or run that provides at least two times the required floor space. Select (B) if the dogs are housed in compatible groups and the cage, pen, or run provides, in total, at least 100% the required space for each dog if housed individually.

Item 4: Describe the frequency in which the dogs are exercised (e.g., twice each day).

Item 5: Describe the method in which the dogs are exercised (e.g., the dogs are released into compatible groups of 6 dogs each into a 10'X10' exercise pen).

Item 6: Describe the duration of the exercise period (e.g., 30 minutes per session).

Item 7: The licensee or registrant must read the Acknowledgement Statement before signing and dating the exercise plan.

Item 8: The completed plan must be reviewed and signed by a veterinarian. To complete the form, include his or her full name, title, and address, and signature date.

The completed form is to be maintained at the premises and be available for review by APHIS personnel.

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 1 hour 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.

This record is required by law (7 U.S.C. 2131-2156). Failure to maintain this record can result in suspension or revocation of license.

OMB APPROVED
0579-0036

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

RECORD OF ANIMALS ON HAND
(*Other than Dogs and Cats*)

1. USDA LICENSE NUMBER	2. NAME AND ADDRESS OF DEALER	3. BUSINESS YEAR FROM (*Mo., Day, Yr.*)	TO (*Mo., Day, Yr.*)	4. PAGE NUMBER

CONTAINER TAG NUMBER CRATE OR PEN NUMBER A	NUMBER ANIMALS B	INDIVIDUAL IDENTIFICATION TATTOOS OR TAG NUMBERS (*if applicable*) C	SPECIES D	AGE - SEX E: NUMBER YOUNG		NUMBER ADULT		ARRIVAL AT PREMISES: INVOICE NUMBER F	DATE (*Mo., Day, Yr.*) G	FROM (*Name and Address*) (*Give License Number, if Licensee*) H	DISPOSITION: DATE SOLD, EXCHANGED, OR DONATED: INVOICE NUMBER I	Mo., Day, Yr. J	DATE DIED (*Mo., Day, Yr.*) K
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						
				M	F	M	F						

APHIS Form 7019
OCT 2018

INSPECTOR'S INITIALS	DATE

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 .1 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.

OMB APPROVED
0579-0036

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE

RECORD OF ACQUISITION, DISPOSITION OR TRANSPORT OF ANIMALS
(*Other Than Dogs and Cats*)

☐ SALE ☐ EXCHANGE OR TRANSFER ☐ DONATION

1. INVOICE NUMBER

2. PAGE

3. DATE OF DISPOSITION

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.

4. DEALER'S LICENSE NUMBER

INSTRUCTIONS: Complete applicable items 1 through 13. Original and one copy to accompany animals. When delivery is made – Items 14 through 20 must be completed by Buyer (*Receiver*) and copy one returned to Dealer (*Seller or Donor*). Copy two to be retained by Dealer (*Seller or Donor*). Attach Continuation Sheet (*APHIS Form 7020A*), as needed.

5. SELLER OR DONOR *(Name and Address, include ZIP Code)*

6. BUYER OR RECEIVER *(Name and Address, include ZIP Code)*

7. USDA LICENSE NUMBER *(If any)*

8. IDENTIFICATION OF ANIMALS BEING DELIVERED

A. CONTAINER TAG NUMBER, CRATE OR PEN NUMBER	B. NUMBER ANIMALS	C. PREVIOUS INVOICE NUMBER *(if any)*	D. INDIVIDUAL IDENTIFICATION TATTOOS, TAG NUMBERS *(if applicable)*	E. SPECIES	AGE - SEX F. NUMBER YOUNG		AGE - SEX G. NUMBER ADULT		H. EST. WEIGHT (*lbs.*)	I. REMARKS *(Condition, etc.)*	RECEIVER'S USE J.	RECEIVER'S USE K.
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				
					M	F	M	F				

DELIVERY BY COMMERCIAL CARRIER

9. DELIVERY BY *("X" one)*

☐ Buyer's Truck ☐ Dealer's Truck (*Seller or Donor*)

10. TRUCK LICENSE NUMBER

11. BILL OF LADING NUMBER

12. NAME AND ADDRESS OF COMPANY OR FIRM *(Include ZIP Code)*

13. NAME AND ADDRESS OF TRUCK DRIVER *(Include ZIP Code)*

DELIVERY RECEIPT – TO BE COMPLETED BY BUYER OR RECEIVER

14. ANIMALS DELIVERY WERE *("X" one)*

☐ IN APPARENT GOOD CONDITION ☐ POOR CONDITION ☐ REJECTED *(Attach explanation for rejection)*

15. TOTAL NUMBER RECEIVED

16. NUMBER DEAD

17. NUMBER ALIVE

18. BY *(Signature)*

19. TITLE

20. DATE

APHIS FORM 7020
JUL 2012