

UNITED STATES DEPARTMENT OF AGRICULTURE  
ANIMAL AND PLANT HEALTH INSPECTION SERVICE  
PLANT PROTECTION AND QUARANTINE

FILE NO.

**NOTICE FOR SEIZURE AND PROPOSED FORFEITURE OF PROPERTY  
VALUED AT \$10,000 OR LESS**

1. The property described below was seized by USDA or DHS (*select one*) on (*date*) \_\_\_\_\_ at (*time*) \_\_\_\_\_ at (*place*) \_\_\_\_\_ and is now in the custody of an Officer of PPQ or CBP (*select one*) at \_\_\_\_\_. This property is subject to procedures relating to forfeitures in 7 CFR 356.1 - 356.9.

2. DESCRIPTION OF PROPERTY

Common Name	Origin	Scientific Name	Appendix Number	Source (Artificially Propagated or Wild)	Number of Plants, Parts, or Weight

3. DESCRIPTION OF PROPERTY (*include any identifying numbers*)

4. THIS PROPERTY WAS SEIZED BECAUSE

THIS WAS IN VIOLATION OF

5. NAME AND ADDRESS OF APPARENT OWNER OF DESCRIBED PROPERTY

6. THE PROPERTY WAS APPRAISED IN ACCORDANCE WITH 7 CFR 356.2 AND THE VALUE HAS BEEN DETERMINED TO BE APPROXIMATELY \$

Any person claiming the seized property may file, with the office specified in Item 1 above, a claim to the property, conditioned that in case of condemnation of the articles so claimed the obligor shall pay all the costs and expenses of the proceedings to obtain such condemnation. Any claim must be received in such office within 20 days after posting of the notice of proposed forfeiture and shall state claimant's interest in the property. The Deputy Administrator may extend the 20-day period with an appropriate statement on the posted notice of proposed forfeiture, if necessary, to allow a person deemed to have an interest in the property at least 10 days to file such a claim after receipt of a notice of proposed forfeiture.

Any person having an interest in the property specified in Item 1 above may file a petition for remission or mitigation of forfeiture in accordance with procedures in 7 CFR 356.7. This does not allow remission or mitigation of plants that are without documentation required under 50 CFR Chapter 1.

The Animal and Plant Health Inspection Service shall take appropriate action in accordance with 7 CFR 356 and the Civil Asset Forfeiture Reform Act of 2000.

7. NOTICE POSTED		8. PRINTED NAME OF OFFICER	9. SIGNATURE OF OFFICER
DATE	TIME		

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5. APPRAISED VALUE \$

BASIS FOR APPRAISAL

6. NAMES OF PERSONS KNOWN TO HAVE AN INTEREST IN THE ARTICLES SEIZED	INSERT DATE IN BLOCKS THAT APPLY						PPQ 627 SENT
	PPQ 623 SIGNED	PPQ 624 SENT	PPQ 625		PPQ 626		
			Sent	Received	Sent	Received	

7. RECORD OF STEPS COMPLETED

	DATE	TIME	INITIALS
a. PPQ Form 624 posted			
b. PPQ Form 624 removed (a. + 21 days)			
c. Deadline for receiving PPQ Form 625 (a. + 20 days)			
d. PPQ Form 627, Declaration of Forfeiture, prepared and sent (not before c.)			
e. Property forfeited to the United States of America for disposition according to law (not before d.)			

Retain this form and copies of PPQ Forms 623, 624 (Part 2 and 5), 625, 626, 627, and any other documents applicable to this shipment for 5 years.