



Animal and Plant Health Inspection Service
U.S. DEPARTMENT OF AGRICULTURE

APHIS eFile

Guidance for Submitting a VS 17-129 Permit Application
*Application for 17-135 permit to import or transit live animals,
including germplasm and hatching eggs*

February 2026

WELCOME!

USDA APHIS Veterinary Services has an online website to request Live Animal permits, APHIS eFile. This user guide will take you through the process of creating and submitting a 17-129 Live Animals permit application in APHIS eFile.

For more APHIS eFile VS 17-129 support materials:

Check out our "How to" playlist on the [APHIS YouTube Channel](#)

Review this and other User Guides online on the [APHIS eFile Training Page](#)

I want to apply for a Live Animals import/transit permit

Before you apply for your Live Animal permits it is important to note that if your application results in a permit, you will see two different numbers associated with the permit.

Permit Numbers:

1. **Ref #** - System Generated Permit Record Number (P-00001234)
 - This number is the Record ID number that is autogenerated when a permit has been created. This is not a smart number, and does not represent the year, permit type, or any additional information.
2. **Permit #** - APHIS Permit Number (6##-21-201-00015)
 - This is the number on your permit and the number that VS will reference.
 - The format of this number is: Program Prefix-Calendar Year-Ordinal Day-Sequential Number
 - The Program Prefix indicates the type of permit.



Ref#: P-00139381 | Program: VS | VS

Permit#: 6-21-84-00422

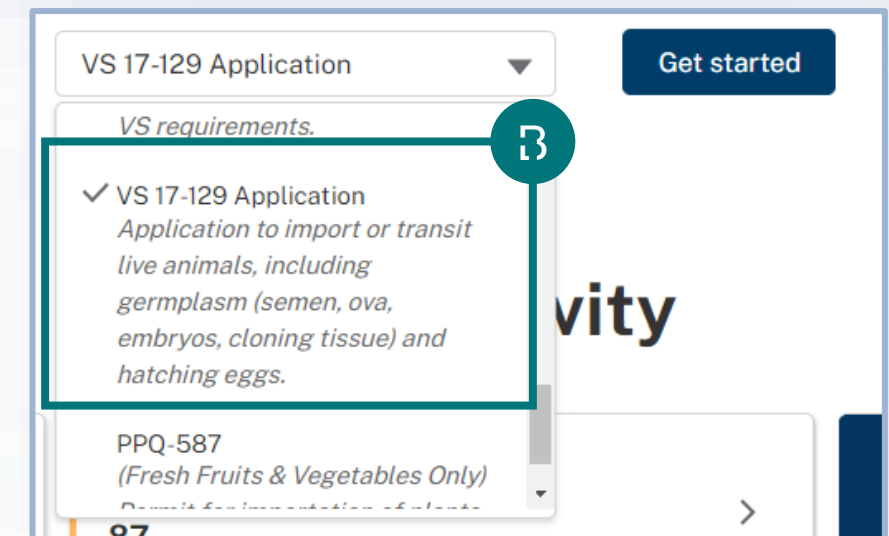
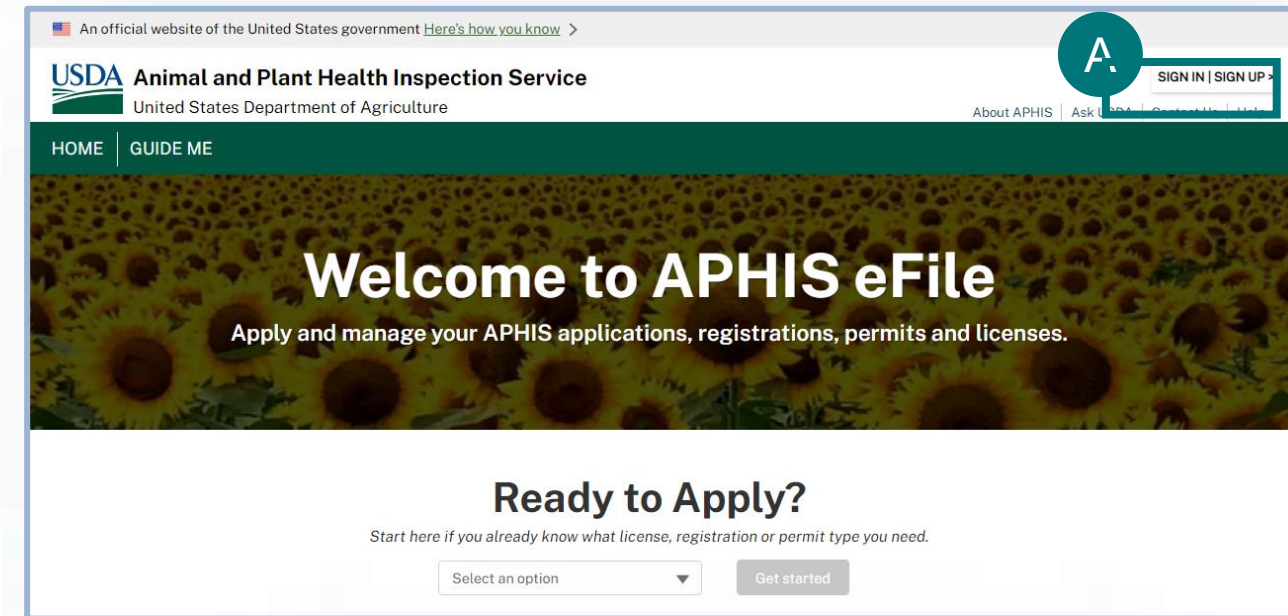
TABLE OF CONTENTS

-  **Use the VS Permitting Assistant (VSPA) to create your request**
Page 5
-  **Complete and submit your application(s)**
Page 12
-  **Amend eFile Permits**
Page 24
-  **Withdraw an application (When applicable)**
Page 27
-  ***I want to Clone (Copy) an application***
Page 28

Sign in to APHIS eFile

Navigate to <https://efile.aphis.usda.gov/s/> in **Google Chrome** (or any other modern browser)

- A** Log in to eFile using your login credentials.
 - If you do not have login credentials, select **Create an Account** and follow the steps. for help, visit this site: <https://login.gov/help>. **You must have valid login credentials to apply in APHIS eFile.**
 - Login Credentials are issued to an **individual** and are **not** to be shared with others.
- B** Under the Ready to Apply section, choose the **VS 17-129 application** and then select **Get Started**.
 - The VS 17-129: Application to import or transit live animals, including germplasm (semen, ova, embryos, cloning tissue) and hatching eggs.
- C**
 - In the pop-up window, read the Application Process and select **Proceed to VS Permitting Assistant**.



Complete the Permitting Assistant

SEARCH PAGE

Complete the Permitting Assistant to begin the application process.

- A Enter your **commodity's details** into the appropriate search fields.
- B Select the **Search** button to search for your material.

Note: Repeat steps 1-2-3 on the VSPA for all live animals you wish to import/transit. The VSPA will organize them into the appropriate applications.

Step 1: Select a Category Tab to Enter a Commodity's Details

[Animal Products & Byproducts](#)

Live Animals

[Organisms & Vectors](#)

Live animals such as livestock (including horses), germplasm (semen, eggs, sperm, etc.), birds, hatching eggs, and aquatic animals.

A

Movement Type

Import

Country of Origin

France

[See List of Countries](#)

Commodity

Alpaca (Vicugna pacos)

[See List of Commodities](#)

Purpose

Zoo

B

Search

Select the "i" icons to reveal tool tips

Use the "See List" hyperlinks to view lists of your options

A Select the **Attribute Filters** to refine your material search results.

Note: For best results **complete ALL attribute filters** from top to bottom order until there is **only ONE result**. Some of the filters are selection-order dependent, meaning that your first selection may limit which filters you can select next.

B Once you've completed all the attributes and only one Step 3 card remains, select **Add Commodity**.

Step 2: Select Attributes

1 filters applied [Clear All](#)

Is it captive reared | Yes

Is it captive reared ⓘ

☒ Yes (1)

☐ No (0)

Step 3: Select Your Commodity

Showing 1 of 1 Materials

Show 3 results per page

 Sort by: PR #

Alpaca (Vicugna pacos)

Cervids and Camelids | PR-044007

Attributes

Is it captive reared

Yes

+ Add Commodity

Please add this commodity to see permit requirements on the summary page. Actual conditions for this commodity are not determined until added to your request.

Select the “i” icons to reveal tool tips

7

To remove a commodity, select the Remove Commodity button.

To add additional commodities, edit any of the search fields and repeat the process.

Note: If you are moving several animals that can be described by the same Step 3 card, you will only add the commodity once in the VSPA and you will be able to provide the individual animal identification information as part of the application.

A Once you’ve added all your commodities, proceed to your Application Summary by selecting the **Shopping Cart icon** or the **View Summary button**.

☰ Step 3: Select Your Commodity

Showing 1 of 1 Materials

Show 3 results per page

Sort by: PR #

Cockatoo

Birds, Ratites, and Poultry | PR-043356

Attributes

Number of Birds

5 or less

✕ Remove Commodity

Please add this commodity to see permit requirements on the summary page. Actual conditions for this commodity are not determined until added to your request.

⏪ ⏩

View Summary

8

The materials you have added have been sorted into categories:

Permit Applications – Commodities listed in this section require Permit applications. The materials have been sorted onto the appropriate number of applications.

No Permit Required but Conditions Apply – Commodities listed in this section do not require a permit application but may have additional conditions (i.e., a required certificate).

Inadmissible – Commodities listed in this section are not allowed for import or transit.

Select each tab to view the results in that category.

Permit Applications(2)

No Permit Required but Conditions Apply

Inadmissible

1. VS 17-129 Permit Application

Subtotals (1 Materials)

Estimated processing fee: \$



Alpaca (Vicugna pacos)

Cervids and Camelids | PR-044007

From: France For Zoo Purposes



Attributes

Is it captive reared

Yes

✓ Permit Required

This type of import is only permitted on a case by case basis after review by APHIS, please contact APHIS before applying.

✓ Documentation Required

2. VS 17-129 Permit Application

Subtotals (1 Materials)

Estimated processing fee: \$



Cockatoo

Birds, Ratites, and Poultry | PR-043356

From: Peru For Pet Purposes | Exported From: Peru



Attributes

Number of Birds

5 or less

✓ Permit Required

You need a permit for this request.

✓ Documentation Required

Step 2: Complete the Permitting Assistant

SUMMARY PAGE

- A To add more commodities, select **Go Back and Add More Materials**.
- B To delete a commodity from your summary request, select the **trashcan icon**.
- C When applicable, review required documentation or download all letters by selecting the **View Letter** button associated with each material.

Go Back and Add More Materials

Proceed to Applications

Permit Applications(2)No Permit Required but Conditions ApplyInadmissible

1. VS 17-129 Import Permit Application

Subtotals (1 Materials)Estimated processing fee: \$1

Alpaca (Vicugna pacos)

Cervids and Camelids | PR-158628

Import from France for Zoo Purposes

Attributes

Is it captive reared

Yes

✓ Permit Required

This type of import is only permitted on a case by case basis after review by APHIS, please contact APHIS before applying.

✓ Documentation Required

2. VS 17-129 Import Permit Application

Subtotals (1 Materials)Estimated processing fee: \$

Cockatoo

Birds, Ratites, and Poultry | PR-160029

Import from Peru for Pet Purposes | Exported From: Peru

Attributes

Number of Birds

5 or less

✓ Permit Required

You need a permit for this request.

✓ Documentation Required

Applications Summary

Subtotal (2 Materials):

2 Permit Applications

0 No Permit Required but Conditions Apply

0 Inadmissible

VS 17-129 Import Permit Application

• Alpaca (Vicugna pacos)

\$

VS 17-129 Import Permit Application

• Cockatoo

\$

Estimated Processing Fee

\$

Disclaimer

This is a non-refundable fee and is subject to change based on further provided information entered in the application form.

Email a Copy of the Overall Summary

Enter your email here

Send

10

Step 2: Complete the Permitting Assistant

SUMMARY PAGE

D To send yourself a copy of this request summary, enter your email into the field and select **Send**. Note: The email is not a permit application

E After reviewing your results, select **Proceed to Applications** to continue to submit your application(s) for items that require a permit. If you are not already logged in, the button will be called Proceed to Log In and you will be prompted to log in.

Go Back and Add More Materials

Permit Applications(2)

No Permit Required but Conditions Apply

Inadmissible

1. VS 17-129 Import Permit Application

Subtotals (1 Materials)

Estimated processing fee: \$1



Alpaca (Vicugna pacos)
Cervids and Camelids | PR-158628
Import from France for Zoo Purposes



Attributes

Is it captive reared
Yes

✓ Permit Required

This type of import is only permitted on a case by case basis after review by APHIS, please contact APHIS before applying.

✓ Documentation Required

2. VS 17-129 Import Permit Application

Subtotals (1 Materials)

Estimated processing fee: \$



Cockatoo
Birds, Ratites, and Poultry | PR-160029
Import from Peru for Pet Purposes | Exported From: Peru



Attributes

Number of Birds
5 or less

✓ Permit Required

You need a permit for this request.

✓ Documentation Required

Proceed to Applications

Applications Summary

Subtotal (2 Materials):

2 Permit Applications

0 No Permit Required but Conditions Apply

0 Inadmissible

VS 17-129 Import Permit Application

\$

• Alpaca (Vicugna pacos)

VS 17-129 Import Permit Application

\$

• Cockatoo

Estimated Processing Fee

\$

Disclaimer

This is a non-refundable fee and is subject to change based on further provided information entered in the application form.

Email a Copy of the Overall Summary

Enter your email here

Send

Step 3: Proceed to Application(s) from VSPA

If your Application Summary resulted in more than one application, you will see the **Split Application Notice** that lists each resulting application and its associated commodities.

- A If you are in more than one organization account in APHIS eFile, use the drop-down to select your Sharing Organization. Team Sharing Accounts allow individuals within the same organization to share and collaborate on eFile data such as applications and permits
- B Select **I Understand & Continue** to proceed to application.
- C You will be sent to the My Activity page. Your most recent application(s) will be at the top of the list. To go to your application select **Go to Draft**.

Next Steps

Split Application Notice

You have selected one or more commodities that cannot be applied for on the same application because the commodities have specific attributes which are incompatible on the same permit and will need to be applied for separately.

VS 17-129 Import Permit Application

• Alpaca (Vicugna pacos)

VS 17-129 Import Permit Application

• Cockatoo

Select Account

You belong to more than one account. Please choose the account (personal or Team Sharing Account) you would like to share these record(s) with. As a reminder, other customers can only view/access data that is shared to a Team Sharing Account that they are a member of.

Cancel

I Understand & Continue

My Activity

Filter

Filters Applied (3) [Clear All](#)

Activity Type

☒ Applications (11)

☐ Authorizations (0)

☐ Letters (0)

☐ Permits (0)

Status

☐ Applicant Action Required / Waiting on Customer (0)

☐ Denied (0)

☒ Draft / Open (11)

☐ Expired (0)

☐ In Review (0)

☐ Issued (0)

Search your activity

Showing 11 of 287 items

Sort by

Select an option

Ref#: A-00016683 | Program: VS | VS 17-129

Go to Draft

Applicant	Commodity Type	Intended Use	Started	Submitted	Status
eFile Applicant2	Live Animals	Zoo	04/07/2021		Draft

Ref#: A-00016684 | Program: VS | VS 17-129

Go to Draft

Applicant	Commodity Type	Intended Use	Started	Submitted	Status
eFile Applicant2	Live Animals	Pet	04/07/2021		Draft

Important Note Regarding Contacts and Contact Management

- APHIS eFile utilizes an address book to help you manage names/addresses you use in your applications. You add contacts to your address book as you enter applications. This allows you to re-use contacts as appropriate.
- Every time you edit an existing contact via the application, the information is saved and then used in future applications where you also have the same contact listed.
- **A Note about editing existing contacts:**
 - **Rename/edit an existing contact only** if that person/company is changing addresses/emails and this change **will be effective from on the current and future applications.**
 - Create a **NEW** contact if:
 - you need to list a different person contact with the same address or contact information
 - OR
 - You need to refer to this same contact with another address
- **EXAMPLE:** if John Doe, with ACME Corp at 123 street, Riverdale, MD 20737 is the applicant and wants to list themselves as the importer but with business address John Doe, Coyote Inc, 123 Street New York, NY 10001, the correct way to manage this second address is to **create a NEW contact** since John Doe has not moved but just has two addresses in use at the same time.

Step 4: Identify Responsible Parties

Responsible Party

In the Responsible Party section of your application, you will **identify the responsible parties involved in the movement of your material.**

The types of Responsible Parties include:



Importer – An entity to whom a permit to import or transit live animals will be issued.

- For Import applications, the Importer must be a person who resides in the United States; for transit applications, the importer may be a foreign individual. **The importer name and business address will print on the permit.**



Delivery Recipient –The individual to whom the commodity(ies) are being delivered to. A physical address is required.

Accurate information is required as the delivery city and state will be listed in the route of travel.



Applicant –The individual who has logged into eFile and is **filling out and submitting the application** (such as importers or brokers).

- In a situation where the applicant and importer are different people, the applicant is **the individual authorized by the importer to submit the application on their behalf.**
- **If the applicant is not the importer, the applicant name and business address will not appear on the permit.**

Step 4: Identify Responsible Parties

Importer

Applicant, Importer, Delivery Recipient Details

- A** Confirm that your information on the Contact Card is correct. To have your Company name display on the permit, **edit your contact and add your Company name in the Organization field.**
- B** Answer the required questions to indicate whether you will be the importer and the delivery recipient.

Thomas Crowne

Edit

Business Address

13 Washington Dr
Waterville, Alabama 55697
United States
(312) 456-7878
thomas.crowne@usda.prod.uat

Mailing Address

13 Washington Dr
Waterville, Alabama 55697
United States

* Will you be the Importer?

☐ Yes

☐ No, I am applying on behalf of the importer

* Will you be the Delivery Recipient?

☐ Yes

☐ No, I am applying on behalf of the Delivery Recipient

- **If you select no to either section**, you will need to add importer and/or delivery recipient contact information in additional sections of the page.

Emergency Contact Details

- C** Use the Contact Cards to select your Emergency Contact(s).
- **To find a contact** you have previously used, enter the contact's **name, company, or email** into the search bar or use the page arrows to manually search.
 - Emergency contacts are optional for import applications, and required for transit applications.

Find an Emergency Contact

🔍

Michelle

✕

or

Create New Contact

1 of 1 Contacts

Michelle Thompson

Edit

Business Address

12 Maple Ave

Chicago, Illinois 99081

United States

(333) 444-5555

michelle@thompson.com

Mailing Address

12 Maple Ave

Chicago, Illinois 99081

United States

Select an Emergency Contact

Step 5: Identify Shipper

Shipper

Shipper Details

- A Use the Contact Cards to select your Shipper.
- **To find a contact** you have previously used, enter the contact's **name, company, or email** into the search bar or use the page arrows to manually search.
 - **To create a new contact**, select the Create New Contact button.
 - **Please note that Shipper must have a foreign/non-US address.**

A

Shipper Details

Instructions

Select the contact who is shipping the commodity(ies) to your Delivery Recipient OR create a new contact to use instead.

*** Shipper**

Find a Shipper

 or

Create New Contact

2 of 2 Contacts

**Test Tester**

Edit

Business Address

123 Main St
Yerevan,
Armenia
000-000-0000

Mailing Address

123 Main St
Yerevan,
Armenia

Select Shipper

**Test Tester**

Edit

Business Address

123 Main St
Yerevan,
Armenia
000-000-0000
dedric.foreman@usda.gov

Mailing Address

123 Main St
Yerevan,
Armenia

Select Shipper

Step 6: Enter Transportation Information

Travel Plan Details

- A Select your Mode(s) of Transport.**
 - Depending on your selections, you may be required to **enter additional Incoming Airline or Vessel information.**
- B Enter your Proposed Dates.**

Method

* Mode(s) of Transport ⓘ

Air X

Sea X

Incoming Vessel

Name of Ship/Airline coming into the U.S.

Enter the ship's/airline's name here

Vessel/Flight Number of Ship/Airline coming into the U.S.

Enter the ship's/flight's number here

Proposed Dates

We recommend these dates should not be more than 10 days apart.

* Proposed Shipping Date (MM/DD/YYYY) ⓘ

Enter the proposed shipping date here

* Proposed Arrival Date (MM/DD/YYYY) ⓘ

Enter the proposed arrival date here

Route of Travel Details

- C Use the Route of Travel tables to detail your route of travel.** You must include each stop in order, starting with Origin and ending with Final destination. Be sure to list all stops and countries enroute.
 - Use the **Pencil icons** to edit the existing stops.
 - Use the **Add Additional buttons** to add new stops.
 - Use the **arrows** to reorder your stops.
- If this is a **transit application**, there will be an additional table called **Within the U.S.**

Before U.S. Entry

Add Additional Country

Order	Description	City, Country
1	* Origin	Dubai, United Arab Emirates
2	* Port of Embarkation	Dubai, United Arab Emirates

Show: 10

Page 1 of 1

Total Stops: 2

After U.S. Entry

Add Additional Stop

Order	Description	City, State	Port	* Quarantine at Stop
1	* U.S. Port of Entry		Miami, FL	Yes
2	* Final Destination: Delivery Recipient's physical address	Riverdale Park, California		Yes

Step 7: Enter Commodity Details

Commodities

Commodities Details

- A** Enter all details about your live animals.
- Select **Add Another Commodity** to go back and add more live animals to your application.
 - Enter the quantity.
 - Enter the Individual Animal ID.
 - Add any supporting documentation.
 - Add any additional information.
 - Use the tabs on the left to switch between each of your live animals. You will need to complete all the above sections for each of your animals.

The screenshot shows a web form titled 'Commodity Details' for 'Alpaca (Vicugna pacos)'. At the top left is a button '+ Add Another Commodity'. Below it is a tab labeled 'Alpaca (Vicugna pacos)'. To the right of the tab is the text 'Commodity: Alpaca (Vicugna pacos)'. Below the tab is a link '> VS Permitting Assistant Selections'. A callout bubble points to this link with the text 'Select VS Permitting Assistant Selections to view additional information about your commodity'. Below the link is a section titled 'Quantity'. It contains two fields: '* Quantity of Commodity' with a text input field containing the placeholder 'Enter how many of your selected commodity you are moving here', and '* Unit of Measurement' with a dropdown menu containing the placeholder 'Select a unit of measurement for your commodity's quantity'.

- If you need to go back to the VSPA and add another animal, use the **Add Another Commodity** button. This button is not how you would indicate the quantity of an animal.

Commodities

A Provide ID information for each individual animal. As an **alternative to manually entering individual Animal ID information directly into the table, an Excel template link is provided.**

- **Select “Download Bulk Upload Template”** and follow the instructions within the Excel file to complete it. After completion, **select “Upload Files”** to upload the filled-out template to the Individual Animal ID section.

B The uploaded info will display in the “Individual Animal ID” section. If the information added to the template is **correct**, a **green checkmark** will be displayed next to the individual animal ID info. If the information is **incorrect**, a **red “X”** will be displayed next to the info. A correction will be necessary before proceeding. Please note that each upload of the excel template will replace the previous file.

Total Animal ID's: 5

Step 8: Enter Quarantine Information

Quarantine Facility Details

Note: Based on your selections in the VSPA, the Quarantine section will display when applicable. Proceed to the Documents section if you do not see the Quarantine section.

- A** Use the Quarantine Facilities table to detail the facilities you will using to quarantine your commodities. The facilities must be in the U.S. and have a physical address.
 - 1** Use the **Pencil icon to edit the existing facilities and add details.** The type of pre-populated facility will vary depending on your specific application.
 - 2** Follow the prompts in the pop-up windows to enter all the details of your quarantine facility.

Quarantine Facilities					
Facility	Type	Name	State Approval #	Address	
☐ * Import					
☐ * Home					

2

Edit Import

Instructions

Fill out the following information regarding your import quarantine facility.

* What kind of import quarantine facility are you using?

☐ Federal

☒ Private

* Private Import Quarantine Facility Name

Enter the name of your quarantine facility here

* Address Line 1

Enter the street address here

Address Line 2

Enter the number of the apartment, suite, unit, building, floor, etc. here

* City

Cancel

Save

Step 9: Upload Documents

Supporting Documentation

- A** Select **Add New File** to upload any supporting documentation you believe would be beneficial for your application.
- If you have no files to upload, **select the “I don’t have any files to upload” checkbox.**

☐ I don't have any files to upload.

Files

Add New File

File Name	File Type	Description	Created Date	
Certification.docx	docx	Health Certificate	06/02/2021, 11:26 AM	 

Additional Information

- B** Enter any **additional information** you believe would be helpful in the review of your application in the Additional Information field.

Additional Information

Enter any additional information you have here.

Step 10: Review, Certify, and Proceed to Payment

Review and Submit

Review Application Sections

- A** Review your data in each of the sections.
- To edit your data, select the Edit button associated with that section. You will be taken back to that page of the application.

Confirm Information & Submit

- B** Once you are ready to submit your application, read the statements and select the corresponding checkbox to acknowledge your understanding and to certify accuracy of information.

B

Confirm Information & Submit

Amendment and/or Changes:

I acknowledge that,

☐ I cannot make changes to this permit application in eFile once submitted. Changes must be emailed to laipermits@usda.gov and VS will update. This may delay processing of the application.

☐ If I need to make a change after the permit is issued (i.e., amend the permit), I must submit the amendment request in eFile at least 5 business days before the permit expires.

Check the box below to confirm that you agree that the information you have entered is accurate. Then proceed to the next step of submitting your application.

☐ I CERTIFY, AS AUTHORIZED BY THE COMPANY/INSTITUTION THAT I REPRESENT, THAT THIS COMMODITY WILL BE USED IN ACCORDANCE WITH ALL RESTRICTIONS AND PRECAUTIONS AS MAY BE SPECIFIED IN THE PERMIT

Step 11: Pay the Processing Fee

Payment

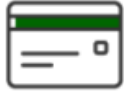
Payment

A Select your payment method and pay the application processing fee.

- You will receive a receipt of payment once VS initiates the application review process.

Before we begin to process your application, you will need to pay the non-refundable processing fee. Select your payment type below, and proceed to enter payment details so that we can begin reviewing your application.

A

 Online via Pay.gov I will pay online via pay.gov using a credit card, debit card, or bank account (ACH). ☐	 Mail-in Payment I will send in a check or money order for APHIS to process. ☐	 APHIS User Fee Account I will enter my APHIS user fee account number and pay off the balance for my account. ☐
--	--	---

Confirm Payment Type

I want to amend my Live Animal permit (VS 17-135)

Navigate to <https://efile.aphis.usda.gov/>

- A** Log in to eFile using your login credentials.
- B** Select the **My Activity** tab and update the **Display recent drop-down to View All**.
- C** Use the **search bar or filters** to find the permit (e.g. 6XX-...) you want to amend.
- D** Select the **More Actions** drop-down and choose **Amend Permit**.
 - Only “issued” status permits are eligible to be amended.

The screenshot displays the USDA eFile portal interface. On the left, the navigation menu includes 'HOME', 'GUIDE ME', and 'MY ACTIVITY', with 'MY ACTIVITY' highlighted. The main content area shows a search bar with the permit number '657-22-53-00175' and a 'Filter' section on the left. The 'Filter' section includes 'Activity Type' (Applications (6630), Permits (1372)) and 'Status' (Applicant Action Required / Waiting on Customer (13), Cancelled (149), Denial Issued (4), Denied (44), Draft / Open (3590), Expired (619), Issued (393), New (2)). The search results show a single permit entry for 'Ref#: P-00154351 | Program: VS | VS 17-135' with permit number '657-22-53-00175'. The permit details table lists the permittee as 'MICHELLE A BROCK', commodity type as 'Live Animals', issued date as '02/22/2022', effective date as '02/22/2022', and expires date as '03/11/2022'. The 'More Actions' dropdown menu is open, showing options: 'View Permit PDF', 'Amend Permit', 'Cancel Permit', and 'Change Organization'.

Permittee	Commodity Type	Issued	Effective	Expires	Status
MICHELLE A BROCK	Live Animals	02/22/2022	02/22/2022	03/11/2022	Issued

Note: If approved, your amended permit will keep the same APHIS permit number (e.g. 6##-20-205-1234).

I want to amend my Live Animal permit (VS 17-135)

A notice is provided to inform you of permit amendment criteria. [Read](#) the criteria that determine whether you should submit a NEW permit application or continue with your amendment.

Permit Amendment

Amendments:
Permit amendments are an update to an already issued permit. Amendments to permits must be requested and completed before expiration of the permit ("void after" date on permit).

Unless it's to fix typos, you can't amend the following:

- Port of Entry
- Countries on your Route of Travel
- Import Quarantine Facility's Address

*Note: An amendment may be requested if the changes to the countries on the route of travel do not change the disease risk of the animal (i.e., if the countries have the same health status for disease of concern).

Updates to this information require you to [fill out and submit a new VS 17-129 application](#).

[Why can't I edit this information?](#)

[Contact APHIS VS with any questions.](#)

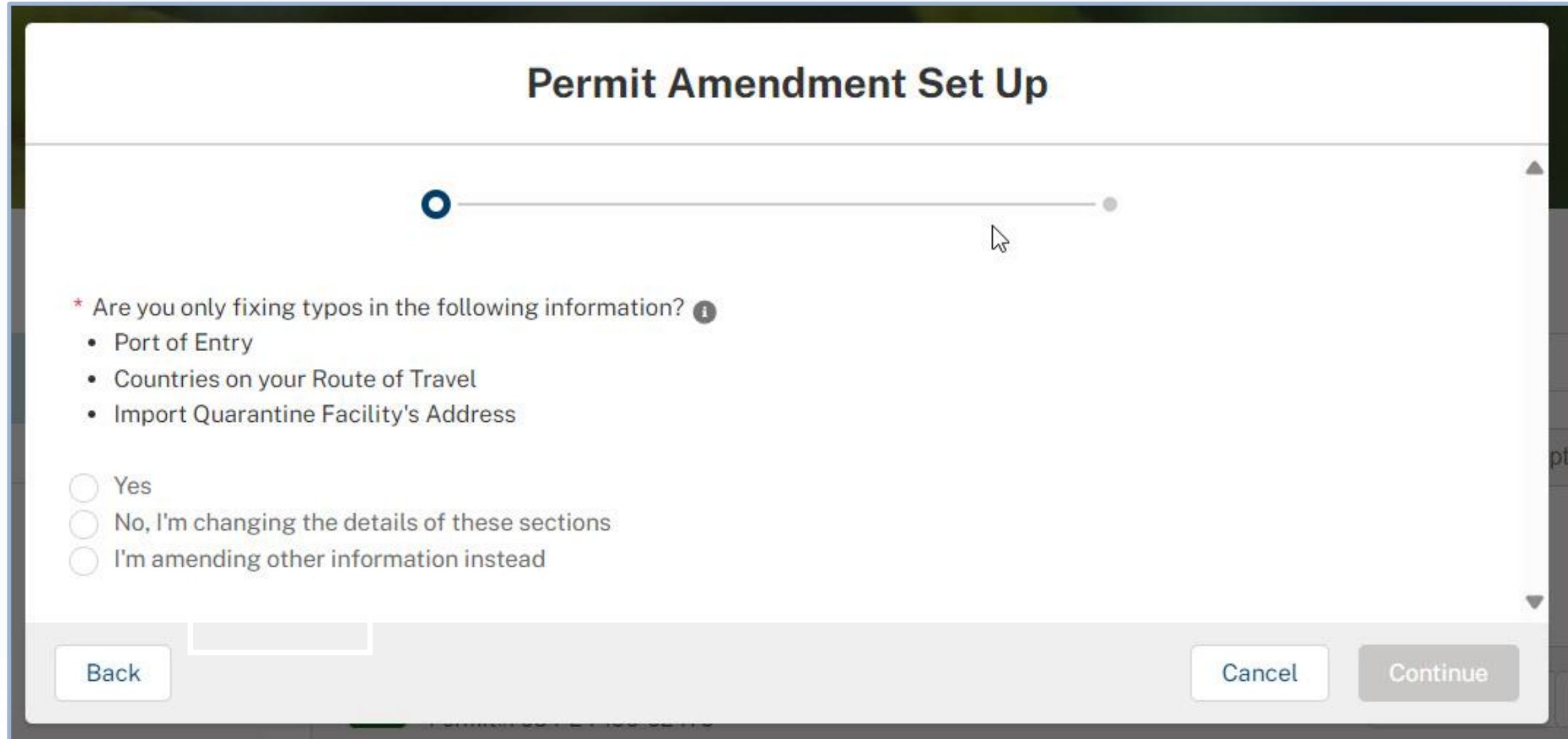
The non-refundable processing fee for a VS 17-135 Permit Amendment is \$

It doesn't guarantee permit issuance

CancelProceed to the Permit Amendment Setup

I want to amend my Live Animal permit (VS 17-135)

Questions are presented to determine if planned changes to current permit meet amendment criteria.



The screenshot shows a web form titled "Permit Amendment Set Up". At the top, there is a progress bar with a single step indicator, a blue circle, which is currently active. Below the progress bar, the form contains a question marked with a red asterisk: "Are you only fixing typos in the following information?". To the right of the question is a small information icon (i). Below the question is a bulleted list of three items: "Port of Entry", "Countries on your Route of Travel", and "Import Quarantine Facility's Address". Underneath the list are three radio button options: "Yes", "No, I'm changing the details of these sections", and "I'm amending other information instead". At the bottom of the form, there are three buttons: "Back" on the left, "Cancel" in the middle, and "Continue" on the right. The "Continue" button is highlighted with a grey background.

Permit Amendment Set Up

○ ————— ●

* Are you only fixing typos in the following information? ⓘ

- Port of Entry
- Countries on your Route of Travel
- Import Quarantine Facility's Address

☐ Yes

☐ No, I'm changing the details of these sections

☐ I'm amending other information instead

Back Cancel Continue

I want to amend my Live Animal permit (VS 17-135)

- You will be taken to the amendment application.
 - All data from your previous application will be copied into the amendment application.
 - **Contact information updates:** The application will update contact information with the most recent information from your APHIS eFile contacts. Verify the applicant/importer/delivery recipient/emergency contact/shipper names, organization, and business addresses before submitting the amendment application.
 - [Read the important note about contact information here](#)
 - **Be sure to edit the application content** as needed based on your amendment request. Use the “**Show Changes from Previous Application**” button at the bottom of the “**Review & Submit**” section of your amendment application to review any changes before submitting.

Confirm Information & Submit

Show Changes from Previous Application

- **Pay** to complete and submit your application.
- You are responsible for the accuracy of the application content.
- Use the “**Show Changes from Previous Application**” button at the bottom of the “**Review & Submit**” section of your amendment or renewal application to review any changes before submitting.

Note: If approved, your amended permit will keep the same APHIS permit number (e.g. 6##-20-205-1234).

I want to Withdraw my Application

Withdrawing an application stops the review and does not open an application for editing. Do not withdraw merely to make edits/changes.

- A To withdraw an application, navigate to your My Activity page and select the **View Details** associated with the application you would like to withdraw.
- B On the Application Details page, select **Withdraw Application**.
- C In the pop-up window, select the **Reason for Withdrawal drop-down** and **choose your reason for withdrawing**.
- D When you are done, select **Submit**.

Once you submit, your withdrawal will be pending APHIS approval. Once APHIS approves your request, your application will be withdrawn.

The screenshot illustrates the steps to withdraw an application. It shows the 'View Details' button (A) on the application details page, the 'Withdraw Application' button (B) on the application details page, and the 'Withdrawal Request' pop-up form. The form includes a 'Reason for Withdrawal' dropdown (C) and a 'Submit' button (D).

Ref#: A-00031063 | Program: VS | VS 17-129

View Details

Applicant	Commodity Type	Intended Use	Started	Submitted	Status
USDAeFile Applicant1	Live Animals	Immediate Slaughter	08/12/2021	08/12/2021	Pending Processing Fee

Application Number: A-00031063 Pending Processing Fee

VS 17-129 | Applicant: USDAeFile Applicant1 | Importer: | Submitted on: 8/12/2021

Withdraw Application

Withdrawal Request

Please indicate the reason for your withdrawal request. Please note that withdrawal will void the application with no further processing or changes possible. Application processing fees are non-refundable.

* Reason for Withdrawal

Other

* Provide Explanation

I no longer need this permit

Cancel Submit

I want to Clone (Copy) an Application

A To clone (copy) an application, navigate to your My Activity page and select the **More Actions** dropdown with the application you would like to clone. Select **Clone Application**.

B A notice outlining details of what will/will not be copied over to the cloned application is presented. **READ the notice** and then Select **I Understand & Continue**.

A

Ref#: A-00458460 | Program: VS | VS 17-129

+ New View Details More Actions

Applicant	Commodity Type	Intended Use	Started	Submitted	Status
USDAeFile Applicant2	Live Animals	Zoo	07/09/2024	07/09/2024	Su

Change Team Sharing Access Clone Application

B

Clone a VS Application

Cloning a VS application allows you to **copy some, but not all, its information into a new application**. The new application does not replace the original application, and will result in its own permit or other outcome.

Once the cloned application is created, complete it by re-entering information that wasn't copied over. This information includes the commodities this application is for. You'll need to re-list them on the application's Commodities page.

What will be copied:

- My Details
- Importer Details
- Delivery Recipient Details
- Emergency Contacts Details
- Shipper Details
- Transportation Details
- Route of Travel Details

What IS NOT copied:

- Commodities Details
- Quarantine Details
- Uploaded Files
- Payment Information

If you'd rather fill out this information from scratch, [start a new VS 17-129 application](#).

Cancel I Understand & Continue

I want to Clone (Copy) an Application

- C
- Previously identified details have been copied over to your application. Select **Add Another Commodity**.
- D
- Read the VS Permitting Assistant notice and proceed accordingly to add your commodity to a cloned application.

USDA

Animal and Plant Health Inspection Service

U.S. DEPARTMENT OF AGRICULTURE

DEDRIC FO...

About APHIS

Ask USDA

Contact Us

Resources

HOME

GUIDE ME

MY ACTIVITY

GET HELP

New VS 17-129 Permit Application

Application Number: A-00474304

Delete Draft

Status: Draft

Type: New Application

✓ Importer

✓ Shipper

✓ Transportation

Commodities

Documents

Review and Submit

Commodities Details

C

Instructions

Fill out the following information for all of your commodities.

* Live Animal Shipment Commodity Information

+ Add Another Commodity

Your commodities were not copied over from the previous application. Click on the *Add Another Commodity*-button to list them.

We'll take you to your destination in a moment...

D

Redirecting you to VS Permitting Assistant

Add Another Commodity

Before adding commodities in the VS Permitting Assistant to your application, there are two things we'd like you to know first.

1.

The VS Permitting Assistant will only allow you to add commodities that are compatible with each other, and can be applied for on the same application.

2.

If the VS Permitting Assistant does not list a commodity you need, that doesn't mean it isn't available to move. Try adding it to a different permit application, OR create a brand new permit application.

☐

Don't show this message again.

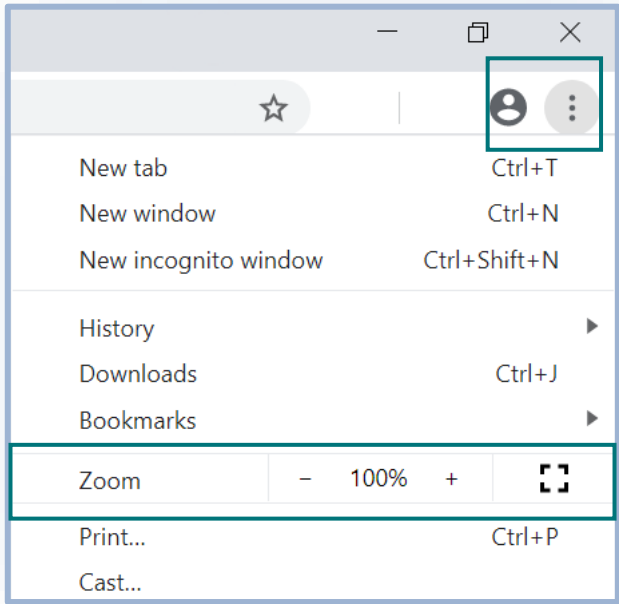
Cancel

I Understand & Continue to VS Permitting Assistant

APPENDIX

System Setup

- **Compatible browser** – For the best user experience, please use **Google Chrome**. Other available browsers include Firefox, Safari, and Edge.
- **Emails** – Add the APHIS eFile email at aphis.efile@usda.gov and support@salesforce.com to your address book so that any automatic emails are not sent to junk
- **Zoom** –100%



Contact

If you require assistance with your **applications** (including status requests), please contact:

Veterinary Services Live Animal Imports

(301) 851 3300

LAIPermits@usda.gov

For other issues, please use the self-service tool here:

<https://efile.aphis.usda.gov/s/get-help>