

REPÚBLICA DEMOCRÁTICA DE TIMOR-LESTE
Ministério de Agricultura, Florestas e Pescas



Serviço de Quarentena de Timor - Leste
Timor - Leste Quarantine Service



Import Permit Application

1. Detail of Importer :	
Name / Organisation	
Country of Origin:	
Street Address:	
District:	
Telephone, email, fax:	
Contact Name:	
2. Details of Exporter :	
Name/Organisation:	
Country of Origin:	
Street Address:	
Postcode:	
Telephone, email, fax:	
Contact Name:	

3. Country of Origin :

4. Type of Quarantine Material Proposed for Importation: <u>Please tick one of the boxes shown below:</u>

Option (A) – Application to Import Plant Materials

If you are applying for a permit to import fresh and frozen fruit and vegetables, plants or plant parts, tissue cultures (including in-vitro laboratory use) or seeds please tick this box. Proceed to Option (A) and complete the relevant details.

Option (B) – Application to Import Live Animals, Reproductive Materials, Meat or Meat Products

If you are applying for a permit to import live animals (eg livestock, horses, laboratory animals, fish and insects) or reproductive materials (i.e. animal semen, fertile avian eggs and

embryos), please tick this box. Proceed to Option (B) and complete the relevant details.

Option (C) – Application to Import Biological Materials

If you are applying for a permit to import foodstuffs for human consumption, animal feeds, fish feeds, therapeutics, cosmetics, vaccines, viable organisms, vaccines, organic fertilizers, dried/processed plant materials laboratory materials or any other biological commodities, please tick this box. Proceed to Option (C) and complete the relevant details.

Option (D) – Application to Import Other Material

If you are applying for a permit to import any material other than those mentioned in Options A, B and C, such as mined guano, chemical fertilisers or machinery please tick this box. Proceed to Option (D) and complete the relevant details.



Option (A) – Application to Import Plant Materials:

Complete this section if you are intending to import fresh and frozen fruit and vegetables, plants, plant parts or tissue cultures (including in-vitro laboratory use) or seeds. Please use Option (C) if intending to import dried/processed plant material.

Common/ product name	Scientific name/botanical name (Genus, species)*	Description – Strain/variety/cultivar Unprocessed/frozen/cooked	Quantity/volume

Please attach additional pages if you require more space to complete this section

* Applications will not be processed if the scientific name is not provided

5. Product details:

1. Method of preparation/treatment	
2. Certified scheme/accredited source	
3. Virus & disease testing procedure	

4. Location grown/collected	
5. Country/province/state/region	
6. Treatment /collection centre	

6. Country of export: _____

7. End Use: _____

8. Is the product genetically manipulated or does it contain genetically manipulated material?

Yes - (If yes please specify and attach details) No -

9. Details of Transport:

1. Mode of transport eg air, sea	
2. Expected date of arrival	
3. Route details to Timor-Leste	

Please note that it is the importer's responsibility to notify the SCTL Office prior to the arrival of the consignment.

10. Location details on arrival in Timor-Leste:

<u>Held/processed/inspected/</u>	

<u>Post-entry quarantine</u>	

Is this address registered as a Quarantine Approved Premise? Yes No

11. Importers Declaration

1. I hereby apply for permission to import the materials/products detailed in this application.
2. I declare that these materials/products will be used in accordance with all quarantine regulations and quarantine conditions as may be specified in any permit to import issued for the importation.
3. I declare that the information that I have provided is true and accurate to the best of my knowledge.

Broker/Agent contact details	
Signature:	Address:
Printed name:	Phone No:
Date:	Mobile No:

Option (B) – Application to Import Live Animals, Reproductive Material,
Meat or Meat Products

Complete this section if you intend to import live animals (e.g. livestock, horses, laboratory animals, fish and insects) or reproductive materials (i.e. animal semen, fertile avian eggs and embryos).

5. Details (Live animals and reproductive material)

Number of animals	Common name	Scientific name e.g. Mus musculus	<u>Description</u> - Name; and or method of identification including microchips, tattoos, leg bands. Include any laboratory modifications i.e. GMO status

6. Country of Export: _____

7. End Use: _____

- a. Semen & embryos
 b. Laboratory
 c. Pet
 d. Livestock
 e. Other (Details of Other: _____)

8. Details of transport (if known)	
1. Mode of transport	
2. Estimated date of Arrival	

Please note that it is the importer's responsibility to notify Timor-Leste quarantine prior to the arrival of the consignment.

Route details to Timor-Leste _____

9. Address at which live animals will undergo post-arrival quarantine	
1. Premise held / District	

2. Contact name	
3. Phone number	

Is this address registered as a Quarantine Approved Premise for this species?

Yes No

10. Quarantine Approved Premise location details	
1. Premises held:	
2. Postcode:	

11. Details (Meat and Meat Products)

Quantity	Type of meat product	Processing (if any)	Description - fresh, frozen, canned, hermetically sealed, shelf stable?

12. Country of Export:

13. End Use:

a. Human Consumption b. Samples c. Pet food

(Details of Other: _____)

14. Importers Declaration

4. I hereby apply for permission to import the materials/products detailed in this application.

5. I declare that these materials/products will be used in accordance with all quarantine regulations and quarantine conditions as may be specified in any permit to import issued for the importation.

6. I declare that the information that I have provided is true and accurate to the best of my knowledge.

Broker/Agent contact details	
Signature:	Address:
Printed name:	Phone No:
Date:	Mobile No:

Option (C) – Application to import Biological material

Complete this section if you intend to import food stuffs for human consumption, animal feeds, fish feeds, therapeutics, cosmetics, vaccines, dried/processed plants, viable organisms, vaccines, organic fertilizers, laboratory materials or any other biological commodities.

5. Details:

Common/ product name	Scientific name/ botanical name (Genus, species)	<u>Product Description:</u> including species of origin and country (ie) of origin. Strain/variety Unprocessed/frozen/ uncooked	Package size, total size and size per unit

6. Country of Export: _____

8. Proposed end use of material: (Please tick one of the following boxes)

- | | | | |
|-------------------------------------|--|---|-------------------------------------|
| <input type="checkbox"/> In-vitro | <input type="checkbox"/> In-vivo | <input type="checkbox"/> Therapeutic | <input type="checkbox"/> Pet food |
| <input type="checkbox"/> Processing | <input type="checkbox"/> Stock feed | <input type="checkbox"/> Aquaculture feed | <input type="checkbox"/> Fertiliser |
| <input type="checkbox"/> Bait | <input type="checkbox"/> Human consumption | Other _____ | |

8. Have you attached a relevant statement or Manufactures Declaration on how the materials were prepared?

Yes No

(NB: This information should include the percentages of ingredients/components of the final product, the countries of origin and species of origin, and any processing details including times, temperatures and/or chemical changes e.g. pH levels)

9. Is the product genetically manipulated or does it contain genetically manipulated material?

Yes - (If yes please specify and attach details)

No -

10. Do you have access to a registered Quarantine Approved Premise QAP?

Yes No

- (If you answered yes at this question please specify the location within which the materials will be confined.)

QAP location details	
<u>Premises held:</u>	
	District:

9. Importers Declaration	
<p>7. I hereby apply for permission to import the materials/products detailed in this application.</p> <p>_____</p>	
<p>8. I declare that these materials/products will be used in accordance with all quarantine regulations and quarantine conditions as may be specified in any permit to import issued for the importation.</p>	
<p>9. I declare that the information that I have provided is true and accurate to the best of my knowledge.</p>	
Broker/Agent contact details	
Signature:	Address:
Printed name:	Phone No:
Date:	Mobile No:

Option (D) – Application to import other materials

Complete this section if you intend to import materials other than those mentioned in Sections A, B or C (such as mined guano, chemical fertilizers or machinery).

5. Details

Product name	<u>Product description</u> Including country of origin	Packing and quantity (e.g. bagged/bulk and whether containerized or not)

6. Proposed end use of material:

7. For Machinery – has it been dismantled and cleaned?

Yes No

8. Do you have access to a registered Quarantine Approved Premise (QAP)?

Yes No

If you have answered yes to this question, please specify the QAP location details below.

QAP location details	
<u>Premises held:</u>	
	District:

<p>9. Importers Declaration</p> <p>10. I hereby apply for permission to import the materials/products detailed in this application.</p> <hr/> <p>11. I declare that these materials/products will be used in accordance with all quarantine regulations and quarantine conditions as may be specified in any permit to import issued for the importation.</p> <p>12. I declare that the information that I have provided is true and accurate to the best of my knowledge.</p>
Broker/Agent contact details

Signature:	Address:
Printed name:	Phone No:
Date:	Mobile No: