

REQUEST TO IMPORT OTHER ANIMALS TO UBC FACILITIES FROM NON-COMMERCIAL SOURCES

SECTIONS 1-5 & SPECIES SPECIFIC SECTION 6, 7, or 8 must be completed.
Fill this form electronically and email to anca.orders@ubc.ca with UBC PI name in the subject.

Use this form for animal imports to any UBC destination (including alternate use spaces) from a non-commercial source (see [UBC ACC Policy 28 and Guidelines](#) for details). The health status of the exporting institution will determine if animals qualify for direct entry, quarantine and testing, or if alternate procedures are required. Use this form for the following animals:

- Amphibians
- Birds
- Fish
- Small mammals (excluding rodents)

SECTION 1: UBC CONTACT INFORMATION

To be completed by UBC researcher.

Date of request:	
UBC principal investigator name:	
Contact person for this request:	
Phone:	Email:
Protocol #:	Grant # *:
UBC destination facility:	
Is the destination approved by the UBC ACC for housing this species? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending	
Exporting institution name:	
City and country of exporting institution:	
Exporting institution contact person:	
Exporting institution contact	Phone: Email:

* Note: Freight invoicing for non-commercial animal imports may be delayed. While ACS fees will be billed upon receipt of animals, related freight charges may not appear on your invoice for several months due to freight company invoicing practices.

SECTION 2: ANIMAL DETAILS

To be completed by UBC researcher and sent to exporting institution.

Species:	
# of animals:	
Age if known:	Life stage of animals if known: e.g. Fish: smolt, fry, parr. Amphibian: tadpole, juvenile, adult. Avian: juvenile, sub-adult, adult, etc.
Animal origin: <input type="checkbox"/> Captive bred <input type="checkbox"/> Wild caught → If wild caught, provide location:	
<input type="checkbox"/> Unknown	



Preventative treatments given at exporting institution. List names of any drugs, dose, duration, and date given.

Vaccines

Anti-parasitic treatments

Nutritional supplements

Antibiotics/Antivirals

Other treatments

Feed (if receiving live or non-commercial feeds, please indicate type and source):

SECTION 3: GENERAL COLONY ANIMAL HEALTH

**Are there any routine
veterinary assessments of
colony health?**

☐ Yes

☐ No

**If yes, indicate
frequency:**

Estimated % mortality in the exporting colony over previous 12 months:

What diagnosed diseases or signs of morbidity if any, have been observed at the exporting institution in the past year?

**Is routine disease screening
performed at the facility?**

☐ Yes →

☐ No

**If yes, describe results from the past year below. Attach health screening results
which include agents tested and frequency of tests for the previous 12 months.**

SECTION 4: HOUSING

Please provide information on the source colony of animals.

**Does the facility house multiple
animal species?**

☐ Yes →

☐ No

**If yes, list species and sources below, eg. captive, bred in house, bred at third-
party facility, wild caught, etc.**



How are animals kept?		<input type="checkbox"/> Indoors	<input type="checkbox"/> Outdoors	<input type="checkbox"/> Both
Does your facility routinely accept animal shipments?	<input type="checkbox"/> Yes →	If yes, what is the approximate # of animal shipments received at your facility annually?		
	<input type="checkbox"/> No	<input type="checkbox"/> <5	<input type="checkbox"/> 5-20	<input type="checkbox"/> >20
Describe quarantine measures (i.e. separate room/tanks, duration of quarantine, handling protocols, disease testing, treatments): 				
Describe biosecurity measures (ie. PPE, HVAC, disinfection protocols, foot baths): 				
Size of cage/pen/tank/enclosure:		Stocking density:		
Environmental enrichment (e.g. counter current, dark tank background, hides, nesting boxes, greenery, toys, perches, substrate, etc.): 				

AMPHIBIANS AND FISH

SECTION 6: The following section is applicable to exporting facility colony

SECTION 6A: AMPHIBIANS AND FISH COLONY INFO

Filtration system: ☐ Static ☐ Flow-through ☐ Recirculating ☐ Open-pen aquaculture ☐ Other (describe below)

Are quarantined animals or different groups of animals on different filtration systems? ☐ Yes ☐ No

How frequently are tanks and systems emptied and disinfected?

SECTION 6B: FISH AND AMPHIBIANS TRANSPORT INFO

Describe transport conditions below.

Shipping container (size, material)

of animals per container

Total estimated time in transport container

Details of food and water in transport container

Is supplemental air/oxygen provided during transport? ☐ Yes ☐ No

What is the water temperature at the exporting institution?

What is the approximate water temperature during transport?

Are there any measures in place to maintain water temperature during transport?	<input type="checkbox"/> Yes → <input type="checkbox"/> No	If yes, describe:
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Name of shipping agency:

Emergency contact information for shipping agency:

Please attach all appropriate permits:



BIRDS AND REPTILES
SECTION 7: The following section is applicable to exporting facility colony

SECTION 7A: BIRDS AND REPTILES COLONY INFO

Describe enclosure material:

Frequency of enclosure cleaning:

Are animals separated if aggression is observed?

☐ Yes

☐ No

Nutritional supplements, if any Name of supplement:

Dose and frequency:

Lighting conditions at exporting institution (reptiles only)

☐ Full spectrum

☐ UVA

☐ UVB

SECTION 7B: BIRDS AND REPTILES TRANSPORT INFO

Describe transport conditions below.

Shipping container (size, material)

of animals per container

Total estimated time in transport container

Details of food and water in transport container

Are there any measures in place to maintain temperature during transport?

☐ Yes →

If yes, describe:

☐ No

Name of shipping agency:

Emergency contact information for shipping agency:

Please attach all appropriate permits:



SMALL MAMMALS
SECTION 8: The following section is applicable to exporting facility colony

SECTION 8A: SMALL MAMMALS COLONY INFO

Describe enclosure material:

Frequency of enclosure cleaning:

Are animals separated if aggression is observed?

☐ Yes

☐ No

Nutritional supplements, if any Name of supplement:

Dose and frequency:

SECTION 8B: SMALL MAMMALS TRANSPORT INFO

Describe transport conditions below.

Shipping container (size, material)

of animals per container

Total estimated time in transport container

Details of food and water in transport container

Are there any measures in place to maintain temperature during transport?

☐ Yes

If yes, describe:

☐ No

Name of shipping agency:

Emergency contact information for shipping agency:

Please attach all appropriate permits: