

REQUEST TO IMPORT MOUSE/RAT TO UBC FACILITIES FROM NON-COMMERCIAL SOURCES

SECTIONS 1 & 2 to be completed by UBC researcher and sent to exporting institution.
SECTION 3 to be completed by exporting institution and sent to anca.orders@ubc.ca.

Please complete this form electronically and email to anca.orders@ubc.ca with the UBC principal investigator's name in the subject. Use this form for mouse/rat imports to any UBC destination facility (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. Further testing may be required at the expense of the receiving investigator.

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:
Strain:	
Colony name:	
Sex:	Age:
Animal origin: <input type="checkbox"/> Captive bred <input type="checkbox"/> Unknown <input type="checkbox"/> Other:	
If additional testing is required, will you be responsible for covering the cost? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Notes:	

SENTINEL HEALTH TESTING QUESTIONS (IF SENTINEL TESTING IS PERFORMED)

Describe health surveillance program by answering questions below, if applicable.

Age of Sentinel:

Strain of Sentinel:

Dirty bedding transfer to cage
 Mix of dirty bedding transfer and random animals

What is the monitored cage to sentinel cage ratio?

If dirty bedding is transferred to sentinel cage, then answer questions below.

What is the amount of dirty bedding transferred from monitored cages to health surveillance cage?

Frequency of transfer? (e.g. at each cage change)

Is dirty bedding transferred from every cage at each cage change? Yes No

NON-SENTINEL TESTING QUESTIONS

Please describe testing details or attach SOPs/summaries.

GENERAL HEALTH TESTING QUESTIONS

Which diagnostic lab performs your health testing?

List panel/package(s) used for health testing

Frequency of health testing for each panel/package

Quarterly Tri-annually Annually Other:

Quarterly Tri-annually Annually Other:

Quarterly Tri-annually Annually Other:

Quarterly Tri-annually Annually Other:

Endoparasite testing PCR Other:

Animals tested:

Ectoparasite testing PCR Other:

Animals tested:

List all positives from your exclusion list that have affected the animal facility in the previous 5 years:

What actions were taken?

Additional comments: