

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 mice/rats)

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 → <input type="checkbox"/> Unknown	If wild caught, provide location:

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 → <input type="checkbox"/> No	If yes, what is the approximate # of animal shipments received at your facility annually? <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.):			

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 REPTILIES 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:
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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:
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Please attach all appropriate permits: