

Federal Express Information

Instructions from Federal Express Regarding the Sending of Samples from Outside of the United States of America:

A "Proforma Invoice" should be written on a letter with your personal address or the organization's letterhead

- 1.) It must be addressed to US Customs,
- 2.) This letter should accompany the air bill,
- 3.) The letter must be attached to the outside of the package,
- 4.) The letter must be able to be read in its entirety (no part should be covered up),
- 5.) The letter should be written in the following format:

"I, (Your Name), do declare that the following information is true:

1. State whether the material is infectious or non-infectious
2. State origin of material: e.g. Species of the animal

* If true, then the letter should also read: "The specimen being sent has not been inoculated with any livestock or poultry disease agents exotic to the United States of America, and did not originate from a facility where work with exotic disease agents, livestock, or avian species is conducted".

- 6.) State reason for testing:
- 7.) State type of substance being mailed (blood, urine, serum)
- 8.) State quantity of substance being mailed
- 9.) State type of culture medium being used, if applicable