



United States Department of Agriculture  
Animal and Plant Health Inspection Service  
Plant Protection and Quarantine



USDA, APHIS, PPQ, 650 Capitol Mall, 6-200, Sacramento, CA 95814, 916-930-5500 main, 916-930-5518 fax  
Federal Relay Service (Voice/TTY/ASCII/Spanish) 800-877-8339

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Dear Exporter:

Effective October 1, 2009, USDA's Animal and Plant Health Inspection Service (APHIS) will impose a new user fee for exporters who obtain federal phytosanitary certificates from state or county cooperators. These federal fees are separate and in addition to any local fees that may be charged. The \$6 fee for each traditional paper certificate issued will be collected by the cooperator and remitted to APHIS Plant Protection and Quarantine (PPQ) program to properly recover federal administrative costs for providing export certification services for plants and plant products.

APHIS/PPQ has an interactive web-based system, the Phytosanitary Certificate Issuance and Tracking (PCIT) system, that enables U.S. exporters to apply for certificates online. As an incentive for transition to the electronic system, APHIS will reduce the \$6 administrative user fee to \$3 for all phytosanitary certificates issued through the PCIT system. Beginning on October 1, 2010, the user fee will increase to \$12 for traditional paper certificates and \$6 for certificates issued through the PCIT system.

Exporters have the option of having certificates issued through the PCIT system. Learn more about PCIT and/or get started using this system by contacting your County Agricultural Commissioner's office or contact the USDA Export Certification Specialist (ECS) servicing your county. This contact information can be found on the link below.

[http://www.aphis.usda.gov/import\\_export/plants/plant\\_exports/ecs/index.shtml](http://www.aphis.usda.gov/import_export/plants/plant_exports/ecs/index.shtml)

Additional information can be found at the following websites:

<https://pcit-training.aphis.usda.gov/pcit/support> PCIT training website

<https://pcit.aphis.usda.gov/pcit/> PCIT log-in page

If you have any questions or need additional information please contact your local USDA Export Certification Specialist. APHIS maintains a PCIT helpdesk for technical assistance Monday – Friday from 5am- 5pm PST. Call (888) HLP-PCIT or email at [pcithelpdesk@aphis.usda.gov](mailto:pcithelpdesk@aphis.usda.gov) .

/s/

Helene R. Wright  
State Plant Health Director- CA  
USDA, APHIS, PPQ