

Department of the Environment

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Endangered Species (CITES) (Jersey) Law 2012 Guidance for completing the application form

Box 1 – Permit / Certificate. Tick the correct box to indicate which type of document is required. The box for re-export should be ticked to indicate that a species was imported into this country, and is being exported. Re-exports would include items manufactured in the UK from raw CITES materials taken elsewhere (e.g. ivory, tortoiseshell). In this instance, evidence of the legal import of the specimen must be provided.

For us to process an IMPORT permit we require prior sight of the (re)exportation documents. In order to process an EXPORT permit we require proof of the legal origin of the specimen e.g. certificate of origin, evidence of the legal import of the specimen in the case of re-exportation etc.

Box 2 - Exporter/ Re-exporter. Must contain the full name and address of the actual (re)exporter, If you are an agent put the name of the (re)exporter and c/o your address. Also it would be helpful if you include your daytime telephone number and email address.

Box 3 - Importer. Must contain the full name and address of the actual importer. If you are an agent put the name of the importer and c/o your address. Also it would be helpful if you include your daytime telephone number and email address

Box 4 – Country of (re)-export. Enter the name of the country from which the specimens are to be (re)exported

Box 5 – Country of Import. Enter the name of the country where the specimens are to be imported

Box 6 – Description of specimens (incl. marks, sex/date of birth for live animals). A detailed description of the specimens, to include (where applicable): sex, hatch or birth date and age, ring or microchip numbers, type of ring (close or split, etc.), status (live or dead, species or hybrid, etc.), any additional details. **NB:** This description MUST include a three-letter code from the list attached at annex A on the back of the application form.

Box 7 – Net mass (kg). Must be completed with the total metric volume or mass of dead specimens or parts/derivatives ONLY

Box 8 – Quantity. Must be completed with the total number of specimens

Box 9 – CITES Appendix. Enter the correct CITES Appendix: I, II or III, if known

Box 10 – EC Annex. Enter the correct EC Annex: A, B or C, if known

Box 11 – Source. Must be completed with the source of the specimens using the appropriate code from the notes on the back page.

Box 12 – Purpose. Must be completed with the intended purpose of the specimens using the appropriate code from the notes on the back page.

Box 13 - Country of origin. Enter the name of the country where the specimens were taken from the wild, bred or propagated

Box 14 – Permit No. Enter the number of the CITES permit issued for the export of the specimens from the country of origin

Box 15 – Date of issue. Enter the date of issue of the permit entered in box 16.

Box 16 – Country of last re-export. Enter the name of the last re-exporting country (if applicable)

Box 17 - Certificate No. Enter the number of the CITES permit issued for the last re-export of the specimens

Box 18 – Date of issue. Enter the date of issue of the permit number entered in box 19

Box 19 – Scientific name of species. Enter the Latin/scientific name of the species (for example *Ara macao*). You may need to contact your veterinary surgeon or research on the internet for this information.

Box 20 – Common name of species. Enter the common name of the species (for example Scarlet Macaw)

Box 21 – I hereby apply for the permit / certificate indicated above. Please include any additional information or comments, if necessary and indicate if the application is retrospective*

The form must be signed and dated. Please also print your name above 'Name of Applicant'. If you are acting as an agent, then you must also enclose a letter of consent from your client.

If the application is for the import of **live, wild-taken or first generation (the offspring of one or more wild parents) Annex a captive-bred (F₁) specimens**, details of the location where they will be kept must be given.

*An application is retrospective when the specimen(s) have already been imported/exported prior to obtaining the necessary CITES permits. An explanatory letter should be enclosed detailing why the required permits were not obtained before the goods were shipped, and any evidence supplied to corroborate the circumstances.

NB If you are exporting from Jersey to the UK you will need to apply for your UK import permit and present your Jersey export permit at the same time. UK import permits can be obtained from the DEFRA website ~ <http://animalhealth.defra.gov.uk/cites/> on the licensing page as are guidance notes. Alternatively you can contact DEFRA at Wildlife Licensing Section, Global Wildlife Division, Defra, 1/17 Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6EB, England, Tel 0117 372 8774 wildlife.licencing@ahvla.gsi.gov.uk