



The Veterinary Export Health Certification System (VEHCS)

A STEP-BY-STEP GUIDE TO USING VEHCS



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About VEHCS

What is VEHCS?

VEHCS is USDA APHIS's online, secure electronic system for the creation, issuance (complete, sign, date), submission and endorsement of hardcopy health certificates for international export of live animals and germplasm from the United States to foreign countries.

VEHCS allows USDA Accredited Veterinarians (AVs) to issue and electronically sign health certificates through the secure server after logging in with their login credentials. VEHCS also allows an AV's Support Staff and Exporters to prepare health certificates for the AV to issue and electronically sign.

- Login credentials are used to identify yourself online and access certain USDA systems.
- Login credentials **cannot** be shared between individuals. USDA Accredited Veterinarians who share their login credentials with others may be subject to accreditation violations.
- For more information: <https://www.eauth.usda.gov/eauth/b/usda/home>

Once signed, the health certificate and supporting documentation for the submission are submitted electronically by the AV via VEHCS to USDA APHIS for review and endorsement; thereby eliminating the time and shipping expense required to send the hard copy to **your USDA Endorsement Office.**

- NOTE: a printed hardcopy of the endorsed health certificate must still accompany all animals when they travel.

Why use VEHCS?

By using VEHCS, you can save time and money by instantaneously submitting your international export health certificate to your USDA Endorsement Office instead of express shipping or driving a health certificate to the office.

- For countries accepting USDA APHIS's digital endorsement, additional time and money are saved by allowing the AV to print the endorsed health certificate from VEHCS.
- Keep in mind, your USDA Endorsement Office still needs to review the health certificate after it is submitted, so the time from receipt to endorsement is the same as for paper health certificates.

VEHCS can also help minimize errors by walking the AV through the issuance process.

- If the AV makes a mistake, he/she can quickly correct the health certificate and return it to the USDA Endorsement Office.

When can VEHCS be used?

USDA APHIS accepts health certificates electronically signed by AVs when issued and submitted through VEHCS for animals eligible to travel to another country for all destination countries.

This means VEHCS can be used instead of submitting a hardcopy health certificate for endorsement.

With a few exceptions, it is **not** mandatory to use VEHCS.

- The [USDA APHIS International Regulations \(IRegs\) web page](#) and the [USDA APHIS Pet Travel Website \(PTW\)](#) will state if VEHCS must be used.
- It remains acceptable to continue to issue paper health certificates.
- But do **not** issue both a paper and VEHCS health certificate. Only one option may be used.
 - It is against the policy of USDA APHIS and the World Organisation for Animal Health to have more than one endorsed health certificate in existence at the same time for an animal's movement to another country.
- Always remember, regardless of how the health certificate is issued, a printed, paper hardcopy of the endorsed health certificate must accompany all animals when they travel.

When can VEHCS be used?

While VEHCS can be used to issue and submit any health certificate requiring USDA APHIS endorsement, not every destination country will allow USDA APHIS to *digitally endorse* the health certificate in VEHCS.

If a destination country accepts USDA APHIS’s digital endorsement, your USDA Endorsement Office will digitally endorse the health certificate in VEHCS.

- The AV, or anyone else who can access the VEHCS health certificate, must print the endorsed health certificate from VEHCS and provide it to the animal’s owner/broker so it can accompany the animal when shipped.

If a destination country does not accept USDA APHIS’s digital endorsement, your USDA Endorsement Office will print the health certificate from VEHCS and wet-ink sign it.

- Because the paper hardcopy of the endorsed health certificate must accompany the animal when shipped, a pre-paid return shipping label must be uploaded as an attachment when the AV submits the health certificate in VEHCS. Your USDA Endorsement Office will send the hardcopy endorsed health certificate back with that shipping label so it can accompany the animal when shipped.

Determining use of VEHCS by country

Each country page on the USDA APHIS International Regulations for Live Animal Exports ([IRegs](#)) and USDA APHIS Pet Travel Website ([PTW](#)) contain color-coded banners to indicate a destination country’s acceptance of VEHCS.

The color-coded banners USDA created for VEHCS are summarized as follows:

	RED	ORANGE	GREEN	YELLOW	PURPLE
Accredited Veterinarian Signature	Original signature	Electronic signature	Electronic signature	Electronic signature for SOME commodities only (Please refer to IRegs or PTW)	Electronic signature
APHIS VMO Signature	Original signature and physically embossed with raised seal	Original signature and physically embossed with raised seal	Digital signature and digital seal (not embossed)	Digital signature and digital seal (not embossed) for SOME commodities only (Please refer to IRegs or PTW)	Digital signature and digital seal (not embossed) for SOME commodities only (Please refer to IRegs or PTW)

Deciphering the VEHCS banner colors

-- IMPORTANT NOTICE --

This country requires *original ink signatures* from the issuing USDA Accredited Veterinarian and the endorsing USDA APHIS Veterinary Medical Officer with the application of the USDA embossed seal.

Red banners mean VEHCS use is not allowed. You must issue a traditional paper health certificate (wet ink signature and date of signing) and overnight ship or hand deliver to the USDA Endorsement Office for review and endorsement.

At this time, there are not any countries with this VEHCS banner status.

Deciphering the VEHCS banner colors

<p>This country allows USDA Accredited Veterinarians to use USDA's online Veterinary Export Health Certification System (VEHCS) to complete health certificates.</p>	
<p>Save Time and Money!</p>	
<p>USDA Accredited Veterinarian Signature</p>	<p>Electronic Signature Accepted</p>
<p>USDA APHIS Veterinary Medical Officer Signature</p>	<p>Digital Endorsement NOT Accepted The health certificate bears the original ink signature and embossed seal</p>

Orange banners mean VEHCS may be used to issue the health certificate, but your USDA Endorsement Office must print the health certificate from VEHCS to physically endorse it. The endorsed health certificate cannot be printed from VEHCS to accompany the animal; the endorsed paper health certificate is shipped back with the return label the AV uploaded into VEHCS with the certificate submission. The endorsed hardcopy health certificate must travel with the animal.

Deciphering the VEHCS banner colors

<p>This country allows USDA Accredited Veterinarians to use USDA's online Veterinary Export Health Certification System (VEHCS) to complete health certificates.</p>	
<p>Save Time and Money!</p>	
<p>USDA Accredited Veterinarian Signature</p>	<p>Electronic Signature Accepted</p>
<p>USDA APHIS Veterinary Medical Officer Signature</p>	<p>Digital Endorsement Accepted The health certificate bears digital signature/seal</p>

Green banners mean VEHCS may be used to electronically issue and digitally endorse the health certificate for all commodities. This means the AV will print the endorsed health certificate from VEHCS and provide it to the owner/broker to accompany the animal when shipped.

Deciphering the VEHCS banner colors

<p>This country allows USDA Accredited Veterinarians to use USDA's online Veterinary Export Health Certification System (VEHCS) to complete some health certificates.</p>	
<p align="center">Save Time and Money!</p>	
<p>USDA Accredited Veterinarian Signature</p>	<p>Electronic signature varies by species – see below for more information</p>
<p>USDA APHIS Veterinary Medical Officer Signature</p>	<p>Digital endorsement varies by species – see below for more information</p>

Yellow banners mean the use of VEHCS to issue the health certificate, and your USDA Endorsement Office's digital endorsement, are commodity-specific. If use of VEHCS is allowed:

- If your USDA Endorsement Office can digitally endorse, the AV will print the endorsed health certificate from VEHCS and provide it to the owner/broker to accompany the animal when shipped.
- If your USDA Endorsement Office must physically endorse, it **cannot** be printed from VEHCS to accompany the animal when shipped. The endorsed paper health certificate is mailed back with the completed shipping label the AV uploaded into VEHCS with the certificate submission. The paper endorsed health certificate must travel with the animal.

Deciphering the VEHCS banner colors

This country allows USDA Accredited Veterinarians to use USDA's online Veterinary Export Health Certification System (VEHCS) to complete some health certificates.


Save Time and Money!	
USDA Accredited Veterinarian Signature	Electronic Signature Accepted
USDA APHIS Veterinary Medical Officer Signature	Digital endorsement varies by species — see below for more information The health certificate either bears the original ink signature and embossed seal OR digital signature/seal

Purple banners mean VEHCS may be used to issue the health certificate, but your USDA Endorsement Office's digital endorsement is commodity-specific.

- If your USDA Endorsement Office can digitally endorse, the AV will print the endorsed health certificate from VEHCS and provide it to the owner/broker to accompany the animal when shipped.
- If your USDA Endorsement Office must physically endorse, the health certificate **cannot** be printed from VEHCS to accompany the animal when shipped. The endorsed hardcopy health certificate is returned using the shipping label the AV uploaded into VEHCS with the certificate submission. The endorsed hardcopy health certificate must accompany the animal.

VEHCS banners: helpful information

In addition to stating whether or not VEHCS may be used to issue and digitally endorse a health certificate, **orange, green, yellow, and purple VEHCS banners also contain helpful reminders and links to accessing VEHCS and the VEHCS Help Page, including this step-by-step guide:**




Before going to VEHCS: Scroll below this banner to view animal-specific requirements.

To process some health certificates, VEHCS may need the USDA Accredited Veterinarian to upload the completed fillable PDF version found below. Either save a copy of the PDF below, or return to this page for the health certificate, if prompted by VEHCS.



USDA Accredited Veterinarians, [log in here if you wish to use VEHCS](#) .



USDA Accredited Veterinarians, help with using VEHCS is available on the [VEHCS Help Page](#). To walk yourself through issuing a health certificate in VEHCS, [click here](#) .



NOTE: The printed paper endorsed health certificate must accompany each shipment. USDA Accredited Veterinarians can print the health certificate from VEHCS once it is endorsed.

VEHCS banners: when they don't apply

Not every country requires USDA APHIS endorsement of a health certificate for every species or commodity.

If USDA APHIS endorsement of the health certificate is not required, the health certificate should not be submitted to your USDA Endorsement Office.

The VEHCS banners are just to communicate the level of VEHCS use, if endorsement of the health certificate is required.

The types of VEHCS health certificates

What VEHCS health certificates look like

There are three ways in which a health certificate can be issued in VEHCS. These three types of health certificates are:

1. VEHCS Defined
2. VEHCS Universal
3. AV PDF Upload

When you initiate the health certificate's creation in VEHCS, the system will indicate which health certificate format is used.

Of the three types of certificates, the Defined and AV PDF Upload are the most common.

The types of health certificates

Defined certificates walk you through issuance of the health certificate step-by-step, with buttons and check boxes to select the applicable option for the animal(s), so that you only need to input the shipment-specific data. This type of health certificate also gives the option to save some of the health certificate information for future travel if saved as a template.

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate Need Help ?

Tracking #: 11477
Certificate Content: Cats to India

Save as Work in Progress Save as Template View Certificate Draft Close Delete

VEHCS Home
Certificate Step by Step
Certificate Content
General
Export & Shipping
Commodities
Statements
Certification Tables
Attachments
Summary/Submit

General

Items marked * are required.

Commodity Origin Information

Enter the location where the commodities have been quarantined or gathered prior to shipment.

* Place of Origin Name: Bob Smith's Home

* Street Address: 123 State Street

* City: Albany

* State/Territory: New York

Note: Only States/Territories in which your organization AVs or contracted AVs are accredited should be selected.

* Zip Code: 12205

Inspection Date: (Single date or date range)

Issuing VS Field Office: New York

* Consignor: Bob Smith Add

* Consignee: Bob Smith Add

Note: Only Consignees from the country selected as the certificate's destination country will be displayed.

Previous Save as Work in Progress Next

The types of health certificates

When a Defined version of the health certificate is unavailable in VEHCS, you will likely use the **AV PDF Upload**, which uses the traditional health certificate from the IRegs and PTW but is uploaded within VEHCS as a PDF file.

- We prefer that you complete the health certificate by saving a copy from the IRegs or PTW, reopening the file in Adobe, completing within Adobe, saving the completed health certificate, and then uploading the file. This avoids any issues in formatting and saves you time by not printing the health certificate to complete by hand and scan back into your computer.

Veterinary Health Certificate for Export of Dogs and Cats from the United States of America to Chile
Certificado de Salud para la Exportación de Perros y Gatos de los Estados Unidos de América a Chile

Certification Statements / Declaraciones de Certificación:

- The animal(s) were exposed within 30 days prior to departure and found to be free of any clinical signs of infectious diseases or parasites. / Los animales fueron expuestos dentro de 30 días antes de la salida y encontraron estar en signos clínicos de cualquier enfermedad infecciosa o parásitos.
- The animal(s) have been at an approved animal rabies, with an approved vaccine, between 30 days and 12 months prior to departure, OR it is subjected to an evaluation (capture of rabies virus neutralizing antibodies, with minimum result of 0.5 IU/ml, no less than 14 days and not more than 30 days prior to departure), or a neutralizing titer (NT) assessment report is available for rabies virus neutralizing antibodies (with a minimum result of 0.5 IU/ml, no less than 14 days and not more than 30 days prior to departure).
- The animal(s) were treated against endo- and ectoparasites not more than 30 days prior to departure with a product approved for that purpose. / Los animales fueron tratados contra endo y ectoparásitos no más de 30 días antes de la salida con un producto aprobado para ese fin.

Identification of Commodities / Identificación de Productos:

Name of Animal / Nombre del Animal	Breed / Raza	Sex / Sexo



USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate

Tracking #: 10825
 Certificate Content: Dogs to Chile

Upload Filled PDF Health Certificate

Items marked * are required.

Review Export Requirements

[Link to IRegs](#)

Upload a Filled PDF Health Certificate

Click the 'Add/Replace Certificate' button to select the PDF file from your computer to upload.

* Accredited Veterinarian Uploaded PDF Health Certificate: No Certificate Uploaded
[Add/Replace Certificate](#)

The types of health certificates

The AV has four options for signing an AV PDF Upload health certificate. The AV may sign by:

1. Electronically signing the signature field of the health certificate with Adobe's electronic signature function
2. Typing "Electronically signed" in the signature field of the health certificate
3. Typing his/her name in a cursive-type font in the signature field of the health certificate
4. Printing the completed health certificate to wet-ink sign the signature field and then scanning the health certificate back into a PDF. (*Least preferred option.*)

The types of health certificates

The third type of VEHCS health certificate, **Universal**, is similar to the Defined in that it is created within VEHCS, but this type of certificate requires you to enter all required information from the import regulations, including any country-specific required certification statements.

This type of VEHCS health certificate is rarely used.

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate Need Help ?

Tracking #: 15152
Certificate Content: Aquatic Animals to Canada

Save as Work in Progress Save as Template View Certificate Draft Close Delete

Certification Statements

An Accredited Veterinarian or AV Support user can enter the certifications. An Accredited Veterinarian must select the checkbox below to certify that the information is complete and accurate.

Enter the certification statements in the box below. Please note that text formatting is limited to hard returns; if you cut and paste existing text all formatting except for hard returns will be lost. Click 'View Certificate Draft' to see how the certification statements appear on the Export Health Certificate.

Important: Please review the [guidelines](#) at USDA IREGS before certifying.

By checking this box, I certify that the above information is complete and accurate or that no certification statements are required.

Previous Save as Work in Progress Next

USDA | APHIS | Veterinary Services | Export Information | Help/Contact Us

Paying the endorsement fee for a VEHCs health certificate

Payment is required

USDA APHIS must charge for its services, including endorsement of international export health certificates. The fee for endorsement varies based on the complexity of the health certificate, and thus review required by your USDA Endorsement Office.

- The endorsement fees for pet health certificates can be found here:
<https://www.aphis.usda.gov/aphis/pet-travel/pet-travel-info-and-guidance-document/pet-travel-endorsement>
- Please contact [your VS Endorsement Office](#) for the cost of endorsement of non-pet health certificates.

Payment of the fee must be provided within VEHCS before your USDA Endorsement Office can endorse the health certificate.

- The only exceptions to these fees for endorsement are for service animals (primarily dogs) belonging to individuals with disabilities, as defined by the Americans with Disabilities Act (or “ADA”), and military working dogs.
- The AV is responsible for ensuring funds are available in their VEHCS account at the time of submission. However, this can be their own funding source or that of their client/exporter (see below).

There are two options for providing payment in VEHCS:

1. Deposit money into your VEHCS account, with either a credit or debit card, or checking or savings account, under “Financial Management” from the menu bar.
2. A USDA. APHIS User Fee Credit Account. Enter your credit account number in the "payment method" step when entering your certificate
3. These credit accounts are for individuals or organizations who regularly use services from USDA APHIS. If you are interested in opening a USDA APHIS User Fee Credit Account, please contact [your VS Endorsement Office](#).

Payment: how to deposit money

From the VEHCS Welcome screen, click on “Financial Management.”

The screenshot shows the VEHCS Welcome screen. At the top left is the USDA logo and the text "United States Department of Agriculture Animal and Plant Health Inspection Service". At the top right is "Veterinary Export Health Certification System (VEHCS)". Below the header is a "Welcome" section with a "Need Help ?" link. A left sidebar contains a menu with items: "VEHCS Home", "Create Certificate", "New Certificate", "From Saved Template", "Manage/Create Template Data", "Financial Management", "View Reports", and "View Certificates". A blue arrow points to the "Financial Management" link. The main content area contains a welcome message, a "Need Help?" link, a "Refresh Messages" button, and a "Pre-Purchase Account Balance: \$0" section. A red notice states: "**FOR ADDITIONAL HELPFUL RESOURCES, PLEASE VISIT OUR: [VEHCS Help Page](#) for a step-by-step guide to using VEHCS and additional Quick Reference Guides.**"

Payment: how to deposit money

Enter amount of money to deposit in “Deposit Amount.”
Then, select “Add to Balance.”

The screenshot shows the USDA VEHCS Financial Management interface. The header includes the USDA logo and the text "United States Department of Agriculture Animal and Plant Health Inspection Service" and "Veterinary Export Health Certification System (VEHCS)". The main content area is titled "Financial Management" and includes a "Need Help" link. A sidebar on the left lists navigation options: "VEHCS Home", "Create Certificate", "New Certificate", "From Saved Template", "Manage/Create Template Data", "Financial Management" (highlighted), "View Reports", and "View Certificates". The main content area contains the following text:

The Financial Management feature of VEHCS is used to deposit money into your pre-purchase account. Your pre-purchase account is used to pay for fees associated with endorsing certificates. VEHCS uses Pay.gov as a fast and secure means of depositing funds into your pre-purchase account. To add to your account balance through Pay.gov, enter 'Deposit Amount' and select the 'Add to Balance' button.

Please note that if your balance is \$50,000 or more, the 'Add to Balance' button will be temporarily removed and you will no longer be able to add funds to your account.

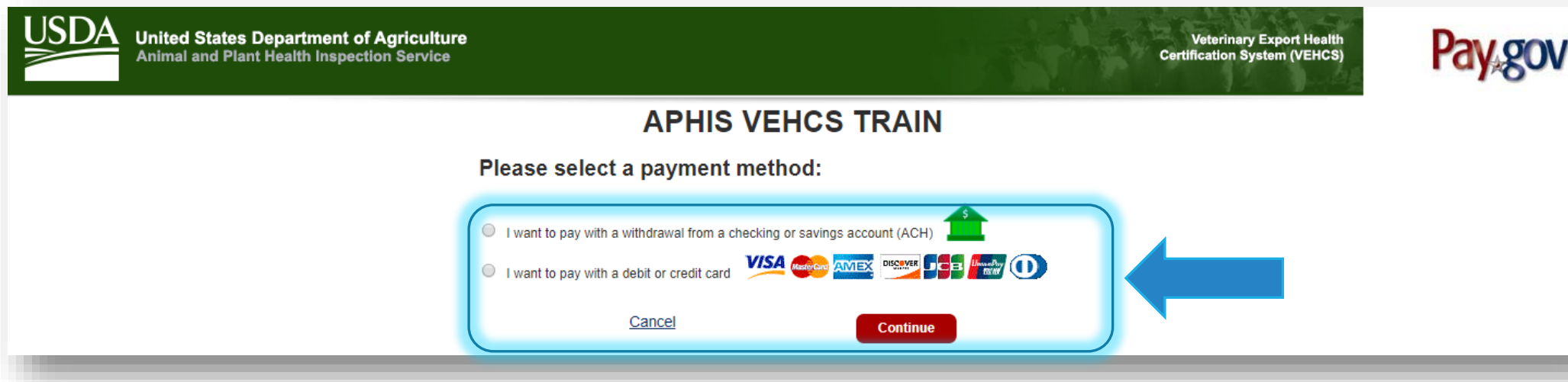
Current Balance: \$0.00

*Deposit Amount:

A blue arrow points to the "Add to Balance" button. The footer of the page includes links for "USDA", "APHIS", "Veterinary Services", "Export Information", and "Help/Contact Us".

Payment: how to deposit money

You may pay with either a Bank Account or Credit/Debit Card.
 Select your method of payment.
 Then, select “Continue” and follow the prompts on the screen.



Payment: how to deposit money

If you need additional help, instructions for your selected method of payment are available in the Quick Reference Guide “Adding Funds to an Organization’s Account in VEHCS.”

- <https://vehcs.aphis.usda.gov/vehcs/faces/support/userguides.html>

Regardless of the method of payment used, when your transaction is successfully processed, we strongly recommend you print a copy of the page for your records. **This is your only record of the deposit; you will not receive email confirmation.**

- If you ever need to request a refund of your payment, you will need this information to initiate the refund.



How to receive the endorsed health certificate

DIGITALLY AND NON-DIGITALLY ENDORSED HEALTH CERTIFICATES

Receiving the endorsed health certificate

For destination countries that accept USDA APHIS's digital signature and endorsement (green and some commodities under yellow and purple banner countries), the endorsed health certificate must be printed directly from VEHCS. Unless the AV's Support Staff or Exporter has a VEHCS account, the AV must print the endorsed health certificate to accompany the animal during export.

For destination countries that do not accept USDA APHIS's digital signature and endorsement, and are instead wet ink signed and physically embossed (orange and some commodities for purple and yellow banner countries), a pre-paid return shipping label (e.g., FedEx or UPS) must be uploaded as an attachment when the AV submits the health certificate to receive the endorsed health certificate back from your USDA Endorsement Office.

If a return shipping label is required

The return shipping label must be pre-paid, and it cannot contain your USDA Endorsement Office in the sender/sent from field of the label.

- We recommend using the name and address of the recipient (person the health certificate is being returned to after endorsement) in both the “sent from” and “sent to” fields of the label.
- Need help with shipping labels? Contact your courier (e.g., FedEx or UPS) for more information.

You will be prompted upload the pre-paid return shipping label as an attachment when you create the health certificate.



Getting started in VEHCS

Logging into VEHCS for the first time

New users must create a login credential before logging into VEHCS.

We'll show you how to start the process in the next slides.

Remember! Each person who logs in must use his/her own credentials (no sharing allowed). AVs who share their login credentials with others may be subject to accreditation violations.

Logging into VEHCS for the first time

From the VEHCS website, select “Log In.”

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

****Notice**:** All APHIS systems use the USDA eAuthentication security portal for application access. If you have problems logging in, you must call the APHIS eAuthentication Help Desk at [eAuthentication Contact Us](#) for assistance.

Welcome to VEHCS

[Log In](#)

[New to this site? Click here.](#)
[Click here to add this page to your favorites.](#)

Veterinary Export Health Certification System (VEHCS)

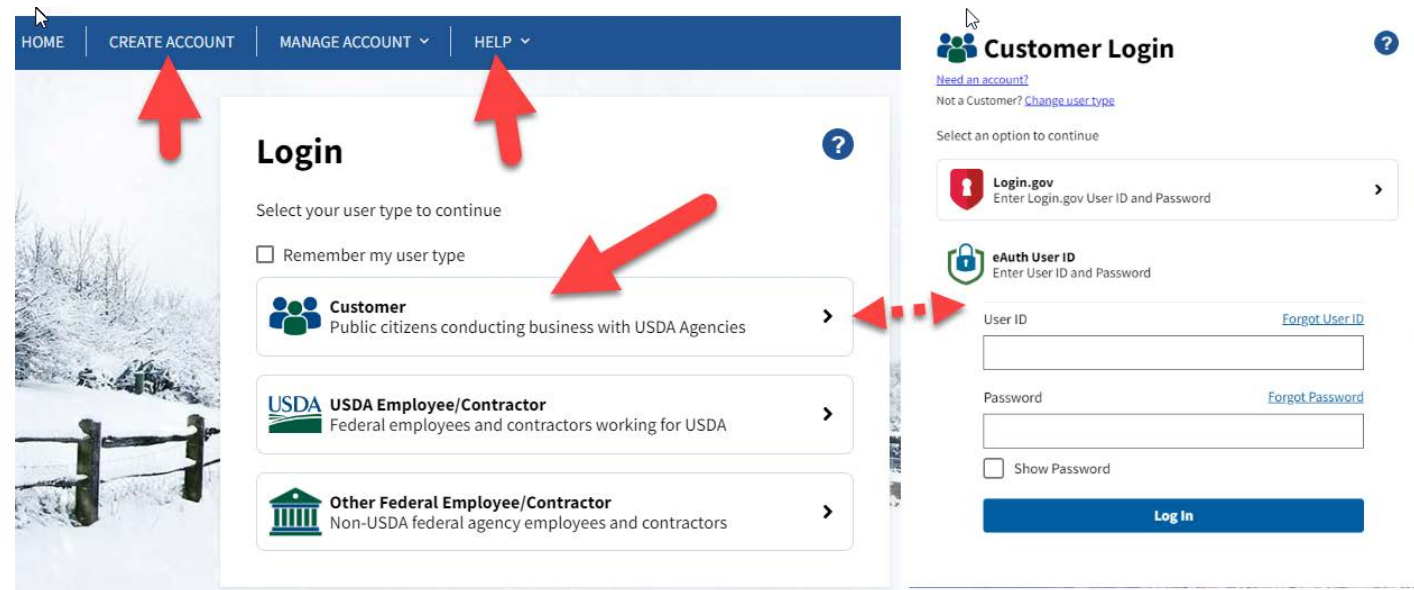
Animal and Plant Health Inspection Service (APHIS) is responsible for safeguarding agriculture and natural resources from the risks associated with the entry, establishment, or spread of animal and plant pests and noxious weeds. VEHCS system facilitates creation and endorsement of animal health certificates for export. It helps APHIS/VS to certify compliance with importing countries requirements, and to automate tracking and reporting of exported live animals.

[VEHCS Certificate Viewer](#)

[USDA](#) | [APHIS](#) | [VEHCS Training System](#) | [VEHCS Help/Contact Us](#)

Logging into VEHCS for the first time

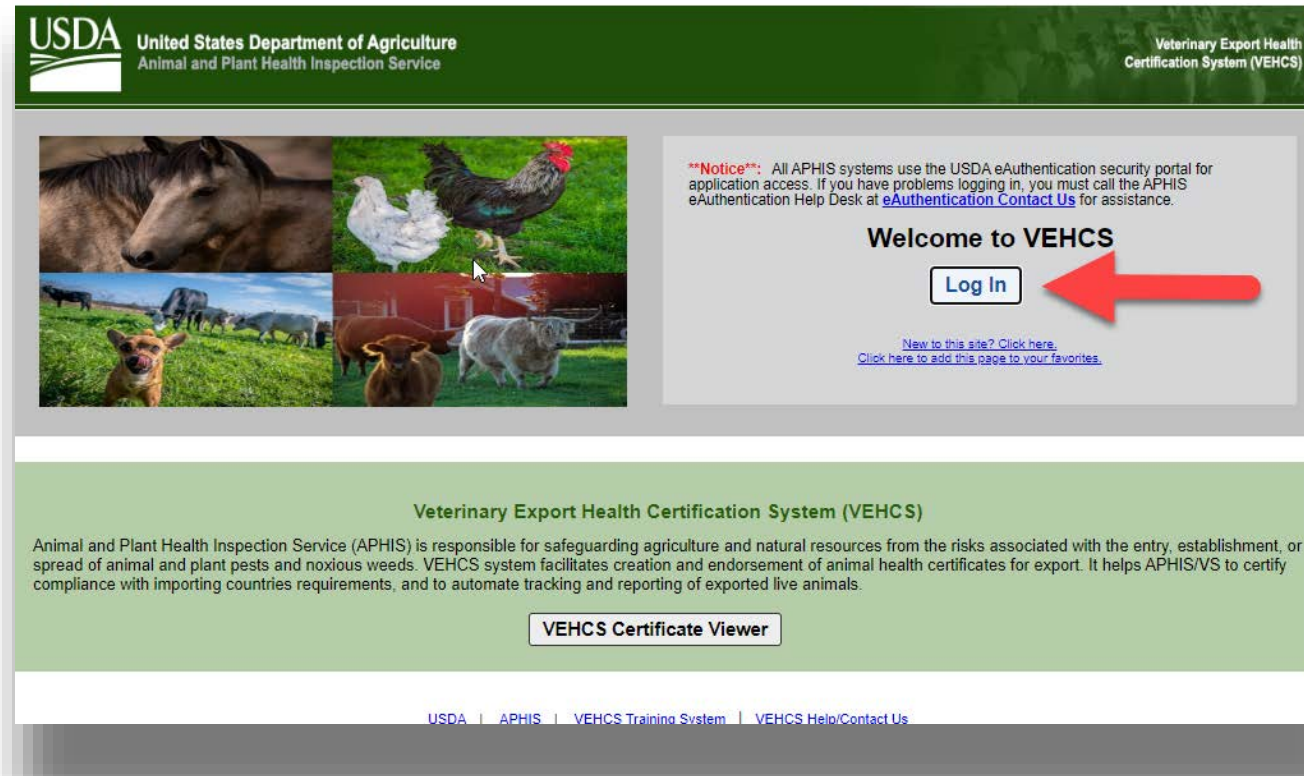
Either indicate you are a "customer" and log in using your USDA eAuthentication or Login.gov credentials if you already have this
 OR
 create a new account (all new credentials are login.gov credentials)



- Help resources are available on the top of the page.
- Or, you may contact the login credential **Help Desk**

Logging into VEHCS for the first time

Once you have created your login credential, return to VEHCS and select “Log In.” Use your login credentials to log in as a customer when prompted.



Logging into VEHCS for the first time

If you are not joining a pre-existing VEHCS Organization, select “Create Business Organization” under “Option 1” to create a new VEHCS Organization.

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

VEHCS Initial Registration

Last Step! Before you can access VEHCS, please choose one of the following two options:

(**Note: You only need to do this once. If you need help, please reference Action Three of the [Initial Access Guide](#).)

Option 1

My business (non-USDA) does not have a VEHCS account, and I will be the first user and administrator for my business in VEHCS.

[Create Business Organization](#)

Option 2

I'm joining an existing business or USDA organization and my organization administrator has provided me with a Unique PIN.

Unique PIN: [Join](#)

←

**Currently, your eAuthentication User ID is not linked to a VEHCS User Account. Once you have completed Option 1 or Option 2 above and have successfully logged into VEHCS, your eAuthentication User ID will log you directly into VEHCS. If you have forgotten your Unique PIN, please contact your Organization Administrator or the [PCIT Help Desk](#).

USDA | APHIS | [PCIT/VEHCS Training](#) | [PCIT Certificate Viewer](#) | [VEHCS Certificate Viewer](#) | PEXD | [PCIT Help/Contact Us](#) | [VEHCS Help/Contact Us](#)

Logging into VEHCS for the first time

In the next screen, enter your user information.
Then, select “Next.”

If you are an AV, it is your responsibility to maintain current License and Accreditation information in VEHCS by entering in renewal information.

- **VEHCS will not permit you to issue a health certificate if either your License or Accreditation expire.**

All users, remember to keep your contact information up to date since this is how your USDA Endorsement Office will contact you.



Registration - User Information

To begin your registration within the VEHCS system, first enter the following information about yourself and click the 'Next' button. Items marked * are required.

Name: * First Name M.I. * Last Name

E-Mail Address:

* Organization Type: Veterinary Clinic Exporter

* User Role: Accredited Veterinarian

* Required for Accredited Veterinarians

Important: In order to submit health certificates, valid license and accreditation information must be entered. If you choose to skip this step at this time, you will not be able to submit health certificates until you enter this information under Manage Account.

Printed Name: Printed name will be displayed on the Health Certificate and should be formatted as First Name M.I. (optional) Last Name, Credential(s), such as John A. Smith, MPH, DVM

License Information Add A Row			Accreditation Information Add A Row		
License Number	Expiration Date <small>mm/dd/yyyy</small>	State	Accreditation Number	Expiration Date <small>mm/dd/yyyy</small>	State
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Massachusetts
<input type="text"/>	<input type="text"/>	Select	<input type="text"/>	<input type="text"/>	Select
<input type="text"/>	<input type="text"/>	Select	<input type="text"/>	<input type="text"/>	Select
<input type="text"/>	<input type="text"/>	Select	<input type="text"/>	<input type="text"/>	Select

[Back](#) [Next](#)

USDA | APHIS | Veterinary Services | Export Information | Help/Contact Us

Logging into VEHCS for the first time

In the next screen, enter your organization’s information and select “Submit” to complete the registration.

Remember to keep your organization’s contact information up to date since this is how your USDA Endorsement Office will contact you.

Logging into VEHCS for the first time

If you are joining a pre-existing VEHCS Organization, enter the unique PIN the organization created for you in VEHCS and select “Join.”

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

VEHCS Initial Registration

Last Step! Before you can access VEHCS, please choose one of the following two options:

(**Note: You only need to do this once. If you need help, please reference Action Three of the [Initial Access Guide](#).)

Option 1
My business (non-USDA) does not have a VEHCS account, and I will be the first user and administrator for my business in VEHCS.

[Create Business Organization](#)

Option 2
I'm joining an existing business or USDA organization and my organization administrator has provided me with a Unique PIN.

Unique PIN: [Join](#)

****Currently, your eAuthentication User ID is not linked to a VEHCS User Account. Option 1 or Option 2 above and have successfully logged into VEHCS, your eAuthentication User ID will log you directly into VEHCS. you have forgotten your Unique PIN, please contact your Organization Administrator or the [PCIT Help Desk](#).**

[USDA](#) | [APHIS](#) | [PCIT/VEHCS Training](#) | [PCIT Certificate Viewer](#) | [VEHCS Certificate Viewer](#) | [PEXD](#) | [PCIT Help/Contact Us](#) | [VEHCS Help/Contact Us](#)

Logging into VEHCS for the first time

In the next screen, enter your user information.
Then, select “Next.”

If you are an AV, it is your responsibility to maintain current License and Accreditation information in VEHCS by entering in renewal information.

- **VEHCS will not permit you to issue a health certificate if either your License or Accreditation expire.**

All users, remember to keep your contact information up to date since this is how your USDA Endorsement Office will contact you.



Registration - User Information

To begin your registration within the VEHCS system, first enter the following information about yourself and click the 'Next' button. Items marked * are required.

Name: * First Name M.I. * Last Name

E-Mail Address:

* Organization Type: Veterinary Clinic Exporter

* User Role: Accredited Veterinarian

* Required for Accredited Veterinarians

Important: In order to submit health certificates, valid license and accreditation information must be entered. If you choose to skip this step at this time, you will not be able to submit health certificates until you enter this information under Manage Account.

Printed Name: Printed name will be displayed on the Health Certificate and should be formatted as First Name M.I. (optional) Last Name, Credential(s), such as John A. Smith, MPH, DVM

License Information Add A Row			Accreditation Information Add A Row		
License Number	Expiration Date <small>mm/dd/yyyy</small>	State	Accreditation Number	Expiration Date <small>mm/dd/yyyy</small>	State
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Massachusetts
<input type="text"/>	<input type="text"/>	Select	<input type="text"/>	<input type="text"/>	Select
<input type="text"/>	<input type="text"/>	Select	<input type="text"/>	<input type="text"/>	Select
<input type="text"/>	<input type="text"/>	Select	<input type="text"/>	<input type="text"/>	Select

[Back](#) [Next](#)

USDA | APHIS | Veterinary Services | Export Information | Help/Contact Us

Logging into VEHCS for the first time

You are now logged into VEHCS and will be taken to the “Welcome” screen.

From the “Welcome” screen, you can:

- Read important information, alerts, notifications, and system updates/maintenance from USDA APHIS in “Notices”
- Read system messages in “System Generated Messages”
- Download Excel spreadsheets for uploading animal information into VEHCS for certain animals to certain countries from “Spreadsheets”

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Welcome Need Help ?

VEHCS Home
Create Certificate
New Certificate
From Saved Template
Manage/Create Template Data
Financial Management
View Reports
View Certificates

Welcome to the Veterinary Export Health Certification System (VEHCS). VEHCS allows you to quickly create and submit certificates for Veterinary Export Health Certificates for the export of live animals from the United States.

New to VEHCS? Online help is always a click away - just click [Need Help?](#) located toward the top right corner of any page. Refresh Notices

Notices

- > VEHCS Top Tips - September 21, 2023
- > VEHCS Certificate Status Check - November 09, 2023
- > Remember to Clear your Cache often! - September 27, 2023

System Generated Messages

Pre-Purchase Account Balance: \$240
Dr. [redacted]'s Maryland license expired on July 22, 2021.
Dr. [redacted]'s Federal Accreditation expired on July 22, 2021.
Note: An Accredited Veterinarian with an expired license or accreditation will NOT be able to submit health certificates in VEHCS. Please [click here](#) for more information.

Spreadsheets

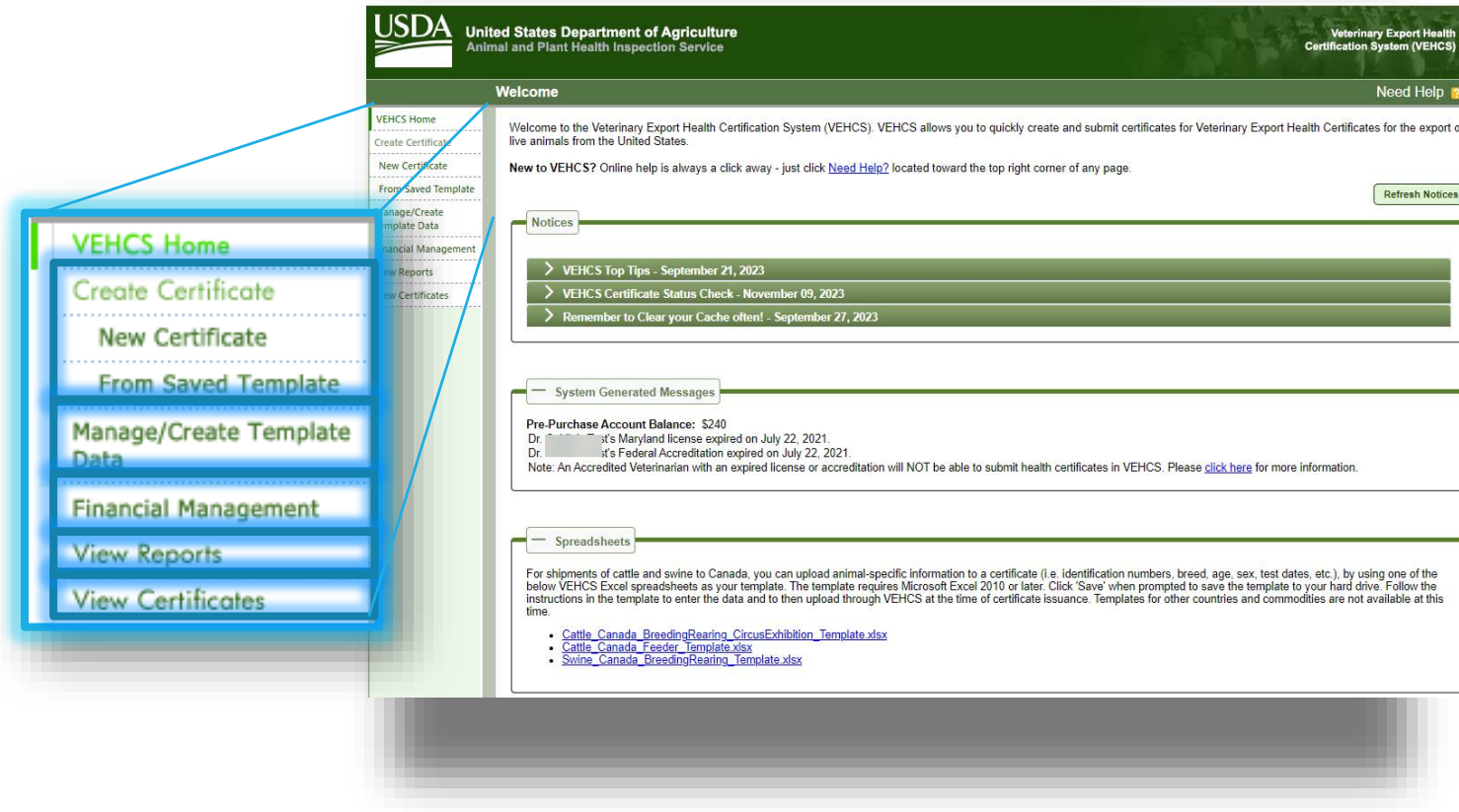
For shipments of cattle and swine to Canada, you can upload animal-specific information to a certificate (i.e. identification numbers, breed, age, sex, test dates, etc.), by using one of the below VEHCS Excel spreadsheets as your template. The template requires Microsoft Excel 2010 or later. Click 'Save' when prompted to save the template to your hard drive. Follow the instructions in the template to enter the data and to then upload through VEHCS at the time of certificate issuance. Templates for other countries and commodities are not available at this time.

- [Cattle_Canada_BreedingRearing_CircusExhibition_Template.xlsx](#)
- [Cattle_Canada_Feeder_Template.xlsx](#)
- [Swine_Canada_BreedingRearing_Template.xlsx](#)

Logging into VEHCS for the first time

From the “Welcome” screen, you can also:

- Start a new health certificate from scratch in “New Certificate” or with previously saved information in “From Saved Template”
- Create or manage template data in “Manage/Create Template Data”
- Deposit funds into VEHCS or check your account balance in “Financial Management”
- Review past financial transactions in “View Reports”
- Review previously issued health certificates, including endorsed health certificates in “View Certificates”





VEHCS Organizations

CONNECTING WITH YOUR COLLEAGUES IN VEHCS

Connecting to others in VEHCS

Similar to how an AV's support staff or an exporter may help the AV initiate the completion of a paper health certificate, these groups may also begin the completion of a VEHCS health certificate.

If an AV's support staff or exporter prepares the VEHCS health certificate, AVs must remember: **as the USDA Accredited Veterinarian, you remain solely responsible for ensuring the VEHCS health certificate is accurately and fully completed!**

Only USDA Accredited Veterinarians may submit VEHCS health certificates.

- Only USDA Accredited Veterinarians may initiate, and submit, reissued health certificates.

Connecting to others in VEHCS

The three roles available in VEHCS are an AV, an AV Support Staff, and Exporter.

- AVs within the same veterinary organization can join the same VEHCS Organization.
- AV Support Staff should join the same VEHCS Organization as their AV(s).
- Exporters create their own VEHCS Organization, which an AV can join. However, Exporters cannot join an AV's VEHCS Organization.

Whether or not an AV Support Staff or Exporter are in the same VEHCS Organization as the AV matters because VEHCS currently does not allow AV Support Staff and Exporters to provide AV PDF Upload certificates to AVs outside of their organization, which VEHCS refers to as “External Accredited Veterinarian.”

- USDA APHIS is working to make this an option. When this becomes possible in VEHCS, this note will be removed.

Connecting to others in VEHCS

To add a new member to your VEHCS Organization, the Organization member with Admin Privileges must first add the new member to the VEHCS Organization.

List of Organization Members							
First Name ▾	M.I.	Last Name ▲	Role ▾	Update Profile	Admin Privileges	Delete Account	
Crystal		Uria	Accredited Veterinarian		Y		Look Up PIN

This user has Admin Privileges and can add new members to the VEHCS Organization.

Then, each joining member must create his/her own login credential.

Connecting to others in VEHCS

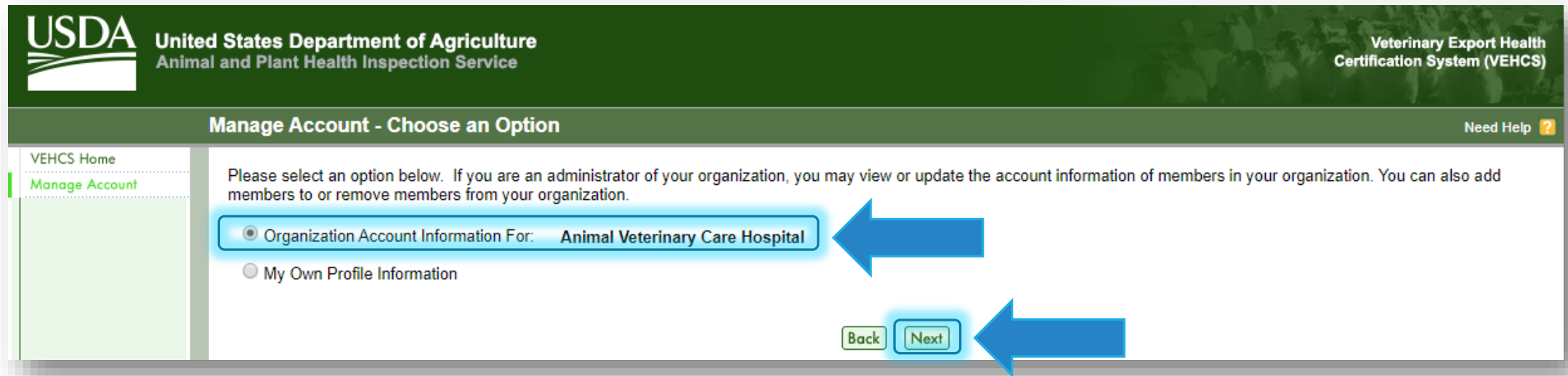
The VEHCS Organization member with Administrative Privileges selects “Manage Account” in the top right corner of the “Welcome” screen.

The screenshot shows the VEHCS user interface. At the top right, the user is identified as 'Crystal Uria, DVM' from 'Veterinary Hospital (Org ID 8002)'. Next to the name are two links: 'Manage Account' and 'Sign Out'. A blue arrow points from the text above to the 'Manage Account' link. The main header includes the USDA logo and the text 'United States Department of Agriculture Animal and Plant Health Inspection Service'. Below the header is a 'Welcome' section with a 'Need Help?' link. A left-hand navigation menu lists options like 'VEHCS Home', 'Create Certificate', and 'Financial Management'. The main content area contains a welcome message, a 'Messages' section showing a 'Pre-Purchase Account Balance: \$0', and a red notice: '**FOR ADDITIONAL HELPFUL RESOURCES, PLEASE VISIT OUR: [VEHCS Help Page](#) for a step-by-step guide to using VEHCS and additional Quick Reference Guides.**' Below this is another red notice: 'Accredited Veterinarians, please read the following to prevent delays in endorsement:'. A 'Refresh Messages' button is located on the right side of the messages section.

Connecting to others in VEHCs

Select “Organization Account Information For:” your organization in the “Manage Account” screen

Click “Next.”



USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Manage Account - Choose an Option Need Help ?

VEHCS Home
Manage Account

Please select an option below. If you are an administrator of your organization, you may view or update the account information of members in your organization. You can also add members to or remove members from your organization.

Organization Account Information For: **Animal Veterinary Care Hospital**

My Own Profile Information

Back Next

Connecting to others in VEHCs

Select “Add Member to Organization” at the bottom of the “Manage Organization Profile” screen.

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Manage Organization Profile Need Help ?

Please review the organization profile information and list of members. You may update the profile of the organization, grant or remove members' administrative privileges, reset passwords, and add and delete members from the organization. Items marked * are required.

*Business Organization Name:

*Street Address:

*City:

*State/Territory:

*Zip Code:

*Phone: Fax:

E-Mail Address:

List of Organization Members							
First Name	M.I.	Last Name	Role	Update Profile	Admin Privileges	Delete Account	
			Accredited Veterinarian	<input type="button" value="Update"/>	Y <input type="button" value="Deny"/>	<input type="button" value="Delete"/>	<input type="button" value="Look Up PIN"/>
			Accredited Veterinarian	<input type="button" value="Update"/>	Y <input type="button" value="Deny"/>	<input type="button" value="Delete"/>	<input type="button" value="Look Up PIN"/>
			AV Support	<input type="button" value="Update"/>	Y <input type="button" value="Deny"/>	<input type="button" value="Delete"/>	<input type="button" value="Look Up PIN"/>
			Accredited Veterinarian		Y		<input type="button" value="Look Up PIN"/>
			Accredited Veterinarian	<input type="button" value="Update"/>	Y <input type="button" value="Deny"/>	<input type="button" value="Delete"/>	<input type="button" value="Look Up PIN"/> <input type="button" value="Remove CID"/>
			AV Support	<input type="button" value="Update"/>	Y <input type="button" value="Deny"/>	<input type="button" value="Delete"/>	<input type="button" value="Look Up PIN"/>
			AV Support	<input type="button" value="Update"/>	Y <input type="button" value="Deny"/>	<input type="button" value="Delete"/>	<input type="button" value="Look Up PIN"/>

Connecting to others in VEHCS

Complete all required fields in the “Member Details” screen and select “Save.”

- Don't forget to make a note of the unique PIN!

The screenshot shows the 'Member Details' form in the VEHCS system. The form includes the following fields and instructions:

- Name:** Three input fields for *First Name, M.I., and *Last Name.
- *Unique PIN:** An input field with a 'Generate PIN' button. A red note states: 'PIN allows this user to join your organization. It must begin with the letter "V" followed by 7 numeric digits.'
- Org. Admin Rights?:** Radio buttons for Yes and No.
- *User Role:** A dropdown menu with 'Select' as the current option.
- Buttons:** 'Cancel' and 'Save' buttons at the bottom.

Annotations include a blue arrow pointing to the Unique PIN field and another blue arrow pointing to the Save button.

Connecting to others in VEHCS

Provide the Unique PIN to the member joining your VEHCS organization.

When the new member logs into VEHCS for the first time, he/she must enter the PIN under Option 2 to join the existing VEHCS Organization.

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Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

VEHCS Initial Registration

Last Step! Before you can access VEHCS, please choose one of the following two options:

(**Note: You only need to do this once. If you need help, please reference Action Three of the [Initial Access Guide](#).)

Option 1

My business (non-USDA) does not have a VEHCS account, and I will be the first user and administrator for my business in VEHCS.

[Create Business Organization](#)

➔

Option 2

I'm joining an existing business or USDA organization and my organization administrator has provided me with a Unique PIN.

Unique PIN: [Join](#)

**Currently, your eAuthentication User ID is not linked to a VEHCS User Account. Once you have completed Option 1 or Option 2 above and have successfully logged into VEHCS, your eAuthentication User ID will log you directly into VEHCS. If you have forgotten your Unique PIN, please contact your Organization Administrator or the [PCIT Help Desk](#).

[USDA](#) | [APHIS](#) | [PCIT/VEHCS Training](#) | [PCIT Certificate Viewer](#) | [VEHCS Certificate Viewer](#) | [PExD](#) | [PCIT Help/Contact Us](#) | [VEHCS Help/Contact Us](#)

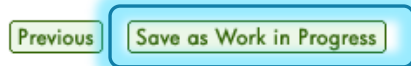
Connecting to others in VEHCs

When AV Support Staff and Exporters prepare a Defined certificate for an AV within their VEHCs Organization, they select “Internal Accredited Veterinarian” and the issuing AV’s name from the dropdown menu that opens. They are able to prepare everything except for selecting the applicable certification statements.



When the health certificate is ready for the AV, the AV Support Staff or Exporter saves the health certificate as a work in progress.

Warning: Only the selected Accredited Veterinarian can submit a certificate with his/her name attached to it. You can save this certificate as a work in progress for the AV to retrieve.



Connecting to others in VEHCs

When AV Support Staff and Exporters prepare an AV PDF Upload certificate for an AV within their VEHCs Organization, they can do everything to prepare the certificate for submission by the AV, including uploading the AV's signed PDF of the health certificate.

When the health certificate is ready for the AV, the AV Support Staff or Exporter saves the health certificate as a work in progress for the AV to finish completing the submission.

Warning: Only the selected Accredited Veterinarian can submit a certificate with his/her name attached to it. You can save this certificate as a work in progress for the AV to retrieve.

Previous

Save as Work in Progress



Connecting to others in VEHCS

Any funds deposited in VEHCS through Financial Management by one member of the organization will be visible by all members of the VEHCS organization.

For health certificates submitted to an “External Accredited Veterinarian,” the AV has the option to select the external AV Support Staff or Exporter as the responsible payer and access their money deposited in VEHCS.

*Responsible Payor:  External AV Support Staff or Exporter External AV

Connecting to others in VEHCS

AVs can view the status of a certificate as it progresses through endorsement.

AV Support Staff and Exporters can see the status of certificates within their VEHCS Organization. They can also see the status of certificates submitted to an “External Accredited Veterinarian.”

The following are the statuses of certificates in VEHCS:

- **Work In Progress:** The certificate has been saved but not submitted the USDA Endorsement Office.
- **Submitted to AV:** The certificate created by an AV Support Staff or Exporter was submitted to an “External Accredited Veterinarian” for completion.
- **Returned to Exporter:** The certificate that was created by an Exporter and submitted to an “External Accredited Veterinarian” for completion was subsequently returned to the Exporter. The exporter may make changes and resubmit the certificate to the “External Accredited Veterinarian.” The Exporter may also delete the certificate.
- **Submitted:** The certificate has been submitted to the USDA Endorsement Office by the AV.
- **Review in Progress:** The certificate is in the process of being reviewed at the USDA Endorsement Office.
- **Reviewed:** The certificate has been reviewed by the USDA Endorsement Office.
- **Endorsement in Progress:** The certificate is being endorsed by the USDA Endorsement Office. VEHCS has generated the certificate number, applied the endorsing VMO's name and endorsement date. However, the endorsed health certificate is not yet available.
- **Completed:** The certificate is fully endorsed and available for viewing and printing.
- **Returned:** The certificate was submitted to the USDA Endorsement Office but then returned to the AV. The AV or AV Support Staff may make changes and the AV may resubmit the certificate. The AV or AV Support Staff may also delete the certificate. Exporters cannot make changes.
- **Void:** The endorsed certificate was voided by either the AV reissuing the health certificate or the USDA Endorsement Office.



Defined Certificates

HOW TO ISSUE AND SUBMIT A DEFINED CERTIFICATE FOR
ENDORSEMENT, AND HOW TO EITHER PRINT OR PROVIDE A PRE-PAID
EXPRESS SHIPPING LABEL TO OBTAIN THE ENDORSED CERTIFICATE

Defined certificates

In the next slides, we will walk you through how a Defined certificate is issued and submitted for endorsement, including where to upload a pre-paid return shipping label if USDA APHIS's digital endorsement is not accepted or how to print the endorsed health certificate if USDA APHIS's digital endorsement is accepted.

The walk-through is via the USDA Accredited Veterinarian role.

While the example is for a cat traveling to India, the premise is the same for other types of animals traveling to other countries and can still be used as a guide.

If you require assistance with issuing a Defined certificate beyond what is provided here, please see the VEHCS Quick Reference Guide on creating a Defined certificate: <https://vehcs.aphis.usda.gov/vehcs/faces/support/userguides.html>

A cat traveling to India

While reviewing your appointment calendar for the next day, you see your first appointment is for a cat traveling to India.

How should you prepare for this appointment?



First, check the PTW for pet cats to India

1. Visit the USDA APHIS PTW.
2. Select India from the Export dropdown menu.
3. Note the **green banner** indicating health certificates submitted by the AV through VEHCs will be digitally endorsed by USDA APHIS.
4. Follow the import regulations in the dropdown bar for “Pet Dogs and Cats.”

The screenshot shows the USDA APHIS Pet Travel website for India. The page title is "Pet travel from the U.S. to India" and it was last modified on Mar 24, 2020. A green banner at the top states: "This country allows USDA Accredited Veterinarians to use USDA's online Veterinary Export Health Certification System (VEHCS) to complete health certificates." Below this, a table lists accepted signatures: "USDA Accredited Veterinarian Signature" and "Electronic Signature Accepted". A red "STOP" sign icon is present with the text: "Before going to VEHCS: Scroll below this banner to view animal-specific requirements." A sidebar on the right contains an "IMPORTANT" notice: "Carefully read ALL of the requirements related to your pet on this page." At the bottom, there are dropdown menus for "Pet Dogs and Cats" and "Other Pets".

Once you're ready to start the certificate

5. Once the cat is compliant with India's import regulations and it's time to issue the health certificate, access the VEHCS website and login to your account. The link to the VEHCS website is available within the PTW's VEHCS banner.
6. If you are not paying by a USDA APHIS User Fee Credit Account, select **"Financial Management"** to first deposit money in VEHCS to pay the endorsement fee.
7. Select **"New Certificate"** under **"Create Certificate."**

The screenshot shows the VEHCS (Veterinary Export Health Certification System) website. At the top, the USDA logo and 'United States Department of Agriculture Animal and Plant Health Inspection Service' are visible. The page title is 'Veterinary Export Health Certification System (VEHCS)'. A 'Welcome' banner is present, along with a 'Need Help?' link. A left-hand navigation menu includes 'VEHCS Home', 'Create Certificate' (with a sub-link for 'New Certificate'), 'From Saved Template', 'Manage/Create Template Data', 'Financial Management', 'View Reports', and 'View Certificates'. The main content area contains a 'Welcome' message, a 'New to VEHCS?' notice, a 'Refresh Notices' button, a 'Notices' section with three items (VEHCS Top Tips, VEHCS Certificate Status Check, and Remember to Clear your Cache often!), a 'System Generated Messages' section with a 'Pre-Purchase Account Balance' of \$240 and two messages about expired licenses/accreditations, and a 'Spreadsheets' section with instructions and links to Excel templates for cattle and swine exports to Canada.

Creating the certificate

8. In the “**Certificate Content**” screen, select “India” from the “**Destination Country**” dropdown menu.
9. The “**Commodity Type**” and “**Type of Admission**” dropdown menus will then appear. Select the applicable options for this cat from each dropdown menu.
10. Select “**Next.**”

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Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate Need Help ?

VEHCS Home
Certificate Step by Step
Certificate Content
General
Export & Shipping
Commodities
Statements
Attachments
Summary/Submit

Certificate Content

Please enter the required information on each of the Certificate Step by Step pages. When complete, go to Summary/Submit to submit the certificate. If you would like to finish the certificate at a later time, you may save the certificate as a work in progress. You may also save the certificate as a template.

Items marked * are required.

First, select your Destination Country.

* Destination Country:

Then, choose your Commodity Type, Intended Use and Type of Admission selection and click the 'Next' button. If "Commodity not Listed" is not an option, OR the desired Commodity Type, Intended Use, or Type of Admission is not listed, please refer to the [Regs for Animal Exports](#) website or contact your local [Service Center](#).

* Commodity Type:

* Type of Admission:

Important: The Destination Country and Commodity Type cannot be changed for this certificate after clicking the 'Next' button.

Creating the certificate

Before we proceed on, notice that items marked with a red asterisk (*) are required fields.

If a required field is not completed, you will not be allowed to advance to the next step.

You do **not** have to complete a field if it is not marked required and if that information isn't required by the destination country.

General information

11. Complete the required fields about where the cat is originating from (i.e., currently resides).
12. Complete the Consignor (name and physical address of the cat's owner in the U.S.) information.
13. Complete the Consignee (name and physical address of the cat's owner in India) information.

Creation of an International Animal Export Health Certificate Need Help ?

VEHCS Home | Tracking #: [redacted] | Certificate Content: Cats to India | [Save as Work in Progress](#) | [Save as Template](#) | [View Certificate Draft](#) | [Close](#) | [Delete](#)

General [Step-By-Step Guide](#)

Items marked * are required.

Commodity Origin Information

Enter the location where the commodities have been quarantined or gathered prior to shipment.

*Place of Origin Name:

*Street Address:

City:

*State/Territory: [Help](#)

*Zip Code:

*Accredited Veterinarian: [Help](#)

License Number:

Accreditation Number:

Inspection Date:

(Single date or date range)

*Consignor:

*Consignee:

Note: Only Consignees from the country selected as the certificate's destination country will be displayed.

[USDA](#) | [APHIS](#) | [Veterinary Services](#) | [Export Information](#) | [Help/Contact Us](#)

All fields marked with a red * are required to be completed.

General Information

14. Select the name of the AV issuing the health certificate.

- The available list of AVs is based on the State/Territory chosen for the animal's origin state.
- After checking the state selection, if the name of the AV does not appear here, the AV must check that his/her license and accreditation information is current in his/her profile from the VECHS “Welcome” screen’s “Manage Account.”
- Since this certificate is being issued by an AV, there is not an option to select an “Internal Accredited Veterinarian” or “External Accredited Veterinarian,” but if this is certificate was being issued by an AV Support Staff or Exporter, this is where those options would appear.

Creation of an International Animal Export Health Certificate Need Help ?

Tracking #: Certificate Content: Cats to India Save as Work in Progress Save as Template View Certificate Draft Close Delete

General [Step-By-Step Guide](#)

Items marked * are required.

Commodity Origin Information

Enter the location where the commodities have been quarantined or gathered prior to shipment.

*Place of Origin Name:

*Street Address:

*City:

*State/Territory: [Help](#)

*Zip Code:

*Accredited Veterinarian: [Help](#)

License Number:

Accreditation Number:

Inspection Date: (Single date or date range)

*Consignor:

*Consignee:

Note: Only Consignees from the country selected as the certificate's destination country will be displayed.

[USDA](#) | [APHIS](#) | [Veterinary Services](#) | [Export Information](#) | [Help/Contact Us](#)

All fields marked with a red * are required to be completed.

General information: consignors

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate Need Help ?

Tracking #: 11477
Certificate Content: Cats to India

Save as Work in Progress | Save as Template | View Certificate Draft | Close | Delete

VEHCS Home
Certificate Step by Step
Certificate Content
General
Export & Shipping
Commodities
Statements
Certification Tables
Attachments
Summary/Submit

General
Items marked * are required.

Commodity Origin Information
Enter the location where the commodities have been quarantined or gathered prior to shipment.

* Place of Origin Name: Smith Residence
* Street Address: 123 State Street
* City: Albany
* State/Territory: New York
* Zip Code: 12205
Inspection Date: (Single date or date range)
Issuing VS Field Office: New York

* Consignor: Bob Smith [Add]
* Consignee: Bob Smith [Add]

Note: Only Consignees from the country selected as the certificate's destination country will be displayed.

Consignor Information:
* Consignor Name/Business Name: Bob Smith
Consignor Alias Name:
Consignor Contact Person Name:
* Street Address: 123 Main Street
* City: Albany
* State/Territory/Province: New York
* Zip/Postal Code: 12205
* Country: United States
Phone:
Fax:
E-Mail Address:

Cancel | Save & Back | Save & Add Another

Previous | Save as Work in Progress | Next

All fields marked with a red * are required to be completed.

General information: consignee

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate

Tracking #: 11477
Certificate Content: Cats to India

General

Items marked * are required.

Commodity Origin Information

Enter the location where the commodities have been quarantined or gathered prior to shipment

* Place of Origin Name: Smith Residence

* Street Address: 123 State Street

* City: Albany

* State/Territory: New York

Note: Only States/Territories in which your organization AVS

* Zip Code: 12205

Inspection Date: (Single date or date range)

Issuing VS Field Office: New York

* Consignor: Bob Smith

* Consignee: Bob Smith

Note: Only Consignees from the country selected as the certificate's destination country will be displayed.

Consignee Information (Callout Box):

* Consignee Name Business Name: Bob Smith

Consignee Contact Person Name:

Street Address:

* City: Mumbai

State/Territory/Province:

Zip/Postal Code:

* Country: India

Phone:

Fax:

E-Mail Address:

Buttons: Cancel, Save & Back, Save & Add Another

Buttons: Previous, Save as Work in Progress, Next

All fields marked with a red * are required to be completed.

Export & Shipping

15. Select the “U.S. Port of Departure”
16. Select the “Estimated Date of Shipment.”
17. Select the “Means of Transport.”
18. Click “Next.”

The screenshot shows the 'Creation of an International Animal Export Health Certificate' form. The 'Export and Shipping' section is highlighted with a blue box. The form includes the following fields and options:

- Tracking #:** [Text Input]
- Certificate Content:** Cats to India
- Export and Shipping:**
 - Items marked * are required.
 - *U.S. Port of Departure: [Select]
 - If Other, More Details: [Text Input]
 - *Estimated Date Of Shipment: [mm/dd/yyyy] [Calendar Icon]
 - *Means of Transport: [Select]
 - Means of Transport Identification: [Text Input]
- Number of Containers:** [Text Input]
- Container Description:** [Select] [Text Input]
- Identification/Seal Numbers:** [Text Input] [Add]
- List of Identification/Seal Numbers:**

Identification/Seal Number ↑	Delete
No Identification/Seal Numbers have been added.	

At the bottom of the form, there are buttons for 'Previous', 'Save as Work in Progress', and 'Next'. The 'Next' button is highlighted with a blue box.

All fields marked with a red * are required to be completed.

Commodities information

20. Complete the “**Number of Rows,**” which is the total number of animals included in the health certificate. Since this is just one cat traveling to India, “1” is entered and “**Generate Rows**” selected.
21. You can either enter in the remaining required commodity information in the “**Default**” fields or you can enter it in the rows that are generated.
 - By entering information that applies to all animals included in a health certificate, time can be saved by using the “Default” fields.
22. Once the required microchip number, breed, date of birth, sex, color, and coat type and distinctive markings is entered, record the number of animals in the health certificate in “**Total Quantity.**”
23. Click “**Next.**”

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate

Tracking #: 11477
Certificate Content: Cats to India

Save as Work in Progress | Save as Template | View Certificate Draft | Close | Delete

Commodities

Description of Commodity: Cats

Remember to save your data periodically, especially when entering a large number of commodities.

Before entering commodity information, you must first define the commodity data. This data could include but is not limited to: animal ID, breed, sex, testing date, vaccination date and/or treatment date. Follow the instructions in Step 1 to create the Commodities table. Then follow the instructions in Step 2 to generate the required number of rows. The Commodities table will be displayed below.

Enter Commodity information

To enter commodity information, enter the number of rows to generate and click the 'Generate Rows' button. You can also select default data before clicking the 'Generate Rows' button.

If you need to add more rows after generating the table, enter the additional number in Number of Rows and click the 'Generate Rows' button. The rows will appear at the end of the existing table. Previously entered data will not be lost.

Number of Rows: Note: You may only add 100 rows at a time.

Default Microchip Number:

Default Breed:

Default Age or Date of Birth:

Default Sex:

Default Color:

Default Coat Type & Distinctive Markings:

Row	Microchip Number	Breed	Age or Date of Birth	Sex	Color	Coat Type & Distinctive Markings	<input type="button" value="Delete"/> <input type="button" value="Select All"/>
No commodity rows have been added.							

* Total Quantity:

Statements

24. Select the certification statement check boxes. All certification statements need to be selected or the system will not allow you to proceed with submission.
 - Reminder: this page can only be completed by an AV. AV Support Staff and Exporters are not allowed to complete this page.
25. If a certification statement requires information to be entered, type the information into the space provided or use the calendar that appears for fields requiring a date. For statements that require the applicable statement to be selected, select the radio button that applies to the true statement.
26. Select “Next.”

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate

Tracking #: 11477
Certificate Content: Cats to India

Save as Work in Progress Save as Template View Certificate Draft Close Delete

VEHCS Home
Certificate Step by Step
Certificate Content
General
Export & Shipping
Commodities
Statements
Certification Tables
Attachments
Summary/Submit

Certification Statements

The certificate must include the following certifications. Support staff may enter dates, test names and other details to complete the certification statements if applicable. Only Accredited Veterinarians may select the certification statements. (Select all that apply.)

Important: All certification statements must be selected before submitting the health certificate to USDA. Please review the [guidelines](#) at USDA IREGS before certifying.

I, the undersigned Official Veterinarian, hereby certify that the cat(s) described above and examined on this day:

Show/shows no clinical sign of any disease including rabies, feline enteritis, feline pan leukopenia, leptospirosis, distemper, scabies, aujeszky's disease, toxoplasmosis, etc.

Has/have been vaccinated for rabies (in case it is more than three months of age) within the time limit recommended by the manufacturer of the vaccine licensed and approved by the exporting country.

Rabies vaccination information: See table below.

Countries visited over the past two years by the cats(s) as declared by the owner (list country and dates):

This certificate is valid for 30 days after issuance.

Name of USDA-Accredited Veterinarian: [text box]
National Accreditation Number (NAN 6 digits): [text box]
Address, Phone #, and Email of Accredited Veterinarian: [text box]

Previous Save as Work in Progress Next

Certification Tables

27. For certificates that require additional information in the certification statements, like vaccination information, that information is entered through this page.
28. Click **“Edit”** to open the page for entry of the required information. The page that opens will be similar to the **“Commodities”** page in that you will again need to generate the number of rows for the table and you can enter **“Default”** information for saving time in entry of repeated information for multiple animals.
29. Once you have entered the required information on the next page, you’ll select **“Save”** to return to this page and then select **“Next.”**

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate Need Help ?

Tracking #: 11477
Certificate Content: Cats to India Save as Work in Progress Save as Template View Certificate Draft Close Delete

Certification Tables

To enter data, click the 'Edit' button for each table in the Certification Tables list. At least one row is required for each table.

Table Order	Table Title
1	Rabies vaccination information: Edit

Previous Save as Work in Progress Next

Certification Tables: entering information

United States Department of Agriculture
 Animal and Plant Health Inspection Service

 Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate
Need Help ?

Certification Table

Remember to save your data periodically, especially when entering a large number of rows.

Generate Additional Test/Treatment Information Rows

To enter commodity information, enter the number of rows to generate and click the 'Generate Rows' button. You can also select default data before clicking the 'Generate Rows' button.

If you need to add more rows after generating the table, enter the additional number in Number of Rows and click the 'Generate Rows' button. The rows will appear at the end of the existing table. Previously entered data will not be lost.

Number of Rows: Note: You may only add 100 rows at a time.

Default Microchip Number:

Default Date of Rabies Vaccination: mm/dd/yyyy

Default Name of Vaccine:

Default Batch Number:

Default Period of Validity From: mm/dd/yyyy

Default Period of Validity To: mm/dd/yyyy

Rabies vaccination information:

Row	Microchip Number	Date of Rabies Vaccination <small>mm/dd/yyyy</small>	Name of Vaccine	Batch Number	Period of Validity From <small>mm/dd/yyyy</small>	Period of Validity To <small>mm/dd/yyyy</small>	
No data rows have been added.							

Attachments

30. Select **“Add Attachment”** to upload the rabies vaccine certificate that supports the rabies vaccination entered in **“Certification Tables.”**

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate Need Help ?

Tracking #: 11477
Certificate Content: Cats to India Save as Work in Progress Save as Template View Certificate Draft Close Delete

Attachments

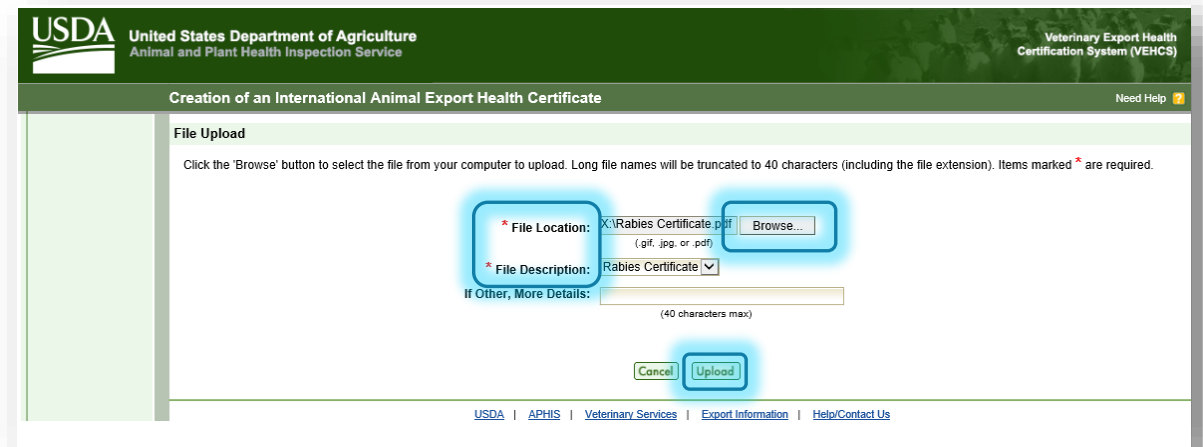
Attachments can be added to your submission. Examples of attachments include import permits, lab results, shipping labels, rabies certificates, etc. There is a 20 megabyte total for all attachments with a 10 megabyte limit per attachment and a 300 kilobyte limit per image.

List of Attachments				
File Name	Description	Statement Attachment	Date Added	
No attachments have been added.				

Add Attachment Previous Save as Work in Progress Next

Attachments: uploading the file

31. Select “**Browse**” to find the rabies vaccine certificate from your computer files. The file must be in .gif, .jpg, or .pdf.
32. Select “**Rabies Certificate**” from the dropdown menu to describe the file as the rabies vaccine certificate.
 - For uploading other types of required documentation, like laboratory reports, or import permits, you’ll select the applicable description from the dropdown menu. If there is not a pre-populated description, you’ll select “Other” and then enter the description in “If Other, More Details.”
33. Select “**Upload.**”



Attachments

In this example, because India does not require laboratory testing or an import permit, and because the certificate will be digitally endorsed by USDA APHIS, no other documents are uploaded. But **if a laboratory test report or import permit were required to be uploaded, this is where they would be attached.**

Also, **some countries require incorporation of additional information beyond what is programmed into the Defined certificate. This is known as an addendum, and it will appear as an additional page in the final endorsed health certificate.** Examples of addendums are silhouette diagrams of a horse, a list of animal identification, and laboratory reports that must be endorsed by USDA APHIS. **In these situations, the additional page is uploaded in the Attachments section as the Defined health certificate is created. If an addendum is required, a “Note” appears in the Attachments’ instructions to state additional pages must be uploaded for incorporation into the endorsed health certificate.** Your USDA Endorsement Office will incorporate the additional pages into the health certificate during endorsement.

The screenshot shows the 'Creation of an International Animal Export Health Certificate' interface. The tracking number is 11479 and the certificate content is 'Equine to India'. The 'Attachments' section is active, displaying a note about required documents and a table for listing attachments. The table currently shows 'No attachments have been added' and includes an 'Add Attachment' button. Navigation buttons for 'Previous', 'Save as Work in Progress', and 'Next' are visible at the bottom.

Note: In addition to the attachments listed above, the following documents are required to be uploaded as addendums/additional health certificate pages. These documents will be incorporated into the final endorsed health certificate: [Silhouette For Identification of Equine Exported From the United States of America](#)

File Name	Description	Statement Attachment	Date Added
No attachments have been added.			

Attachments

- Once all required documents are attached to the submission by uploading, select “**Next.**”

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate Need Help ?

Tracking #: 11477
Certificate Content: Cats to India

Save as Work in Progress Save as Template View Certificate Draft Close Delete

Attachments

Attachments can be added to your submission. Examples of attachments include import permits, lab results, shipping labels, rabies certificates, etc. There is a 20 megabyte total for all attachments with a 10 megabyte limit per attachment and a 300 kilobyte limit per image.

List of Attachments					
File Name	Description	Statement Attachment	Date Added		
Rabies certificate.pdf	Rabies Certificate	N	03/28/2019	Delete	Download

Add Attachment

Previous Save as Work in Progress **Next**

Shipping Label

35. **not applicable to this India example**. For orange, and some yellow and purple, banner countries, you will be prompted to upload a prepaid return label. Follow the steps on screen to upload and attach the label.

Creation of an International Animal Export Health Certificate
Need Help ?

Save as Work in Progress | Save as Template | View Certificate Draft | Close | Delete

Shipping Label [Step-By-Step Guide](#)

Digital endorsement of your health certificate is not accepted by the destination country at this time. Your health certificate will be physically endorsed by your USDA Endorsement Office. The hardcopy endorsed health certificate must accompany the animal(s) when shipped. You must make arrangements for the return of the endorsed health certificate to you or the animal owner/exporter.

There is a 20 megabyte total for all attachments with a 10 megabyte limit per attachment and a 300 kilobyte limit per image.

Uploaded Shipping Label: No Label Uploaded [Help](#)

File Location: No file chosen
(.gif, .jpg, or .pdf)

Additional Return Shipping Instructions:
(instructions will not be saved unless a file is uploaded)

(255 characters maximum)

Previous | Save as Work in Progress | Next

Payment Method

36. Payment of the User (Endorsement) Fee is required before your certificate can be submitted to your USDA Endorsement Office. Select the option for how you'll pay the User (Endorsement) Fee.

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate Need Help ?

Save as Work in Progress | Save as Template | View Certificate Draft | Close | Delete

Payment Method [Step-By-Step Guide](#)

Payment of the User (Endorsement) Fee is required before your certificate can be submitted to your USDA Endorsement Office. Select the option for how you'll pay the User (Endorsement) Fee.

Items marked * are required.

*Payment Method:

- Choose a Payment Method
- Pre-Purchase Account
- USDAAPHIS User Fee Credit Account

Previous | Save as Work in Progress | Next

[USDA](#) | [APHIS](#) | [Veterinary Services](#) | [Export Information](#) | [Help/Contact Us](#)

Summary/Submit

37. The information entered in the previous pages is summarized here. You must review the information to ensure it is accurate and complete. If you need to correct any information, select **“Edit”** on the right side of the section. An alternative way to view the health certificate is by clicking **“View Certificate Draft.”**

The screenshot shows the 'Summary/Submit' page for creating an international animal export health certificate. The page title is 'Creation of an International Animal Export Health Certificate'. The tracking number is 11477 and the certificate content is 'Cats to India'. The page includes a navigation menu on the left with options like 'VEHCS Home', 'Certificate Step by Step', 'General', 'Export & Shipping', 'Commodities', 'Statements', 'Certification Tables', 'Attachments', and 'Summary/Submit'. The main content area displays the following information:

Destination Country:	India	Edit
Commodity Type:	Cats	Edit
Type of Admission:	Temporary Admission	
Certificate Type:	VEHCS Detained	
Business Contact Information:	Animal Veterinary Care Hospital (Org ID 4101) 15 Main Street Salinas, CA 93906 Phone: (831)455-2498 Fax: E-Mail Address: vet@vethospital.com	Edit
Place of Origin Name:	Smith Residence	
Place of Origin Address:	123 State Street Albany, NY 12205	
Inspection Date:		
Issuing VS Field Office:	New York	
Consignor:	Bob Smith 123 Main Street Albany, NY 12205 United States Phone: Fax: E-Mail Address:	Edit
Consignee:	Bob Smith Mumbai, India Phone: Fax: E-Mail Address:	
Accredited Veterinarian:	Av B. User, DVM License Number: 1234	

At the top right of the page, there are buttons for 'Save as Work in Progress', 'Save as Template', 'View Certificate Draft', 'Close', and 'Delete'. The 'View Certificate Draft' button is highlighted with a blue box.

Summary/Submit

38. Also review the "Notification Email Addresses" section. Enter email addresses to receive certificate status email notifications. The recipients will receive email updates when this health certificate is submitted to VS, endorsed by VS or returned by VS.

Notification Email Addresses

The following email addresses will receive email updates when this health certificate is submitted to VS, endorsed by VS or returned by VS. You can edit the recipients for this health certificate.

Note: Use Manage Account located on the VEHCS Home Page to edit default email addresses for future health certificates.

Email Address (1):

Email Address (2):

Email Address (3):

Email Address (4):

Email Address (5):

Summary/Submit

39. Before the AV can submit the certificate to the USDA Endorsement Office, the two statements must be read and selected to certify that the information is accurate, that laboratory test reports were uploaded as attachments (when applicable), that you acknowledge fees will be charged upon endorsement of the certificate, and that by submitting the certificate, you are legally signing the certificate.

- AV Support Staff and Exporters are not able to select these statements.

40. Select “Submit Certificate.”

- AV Support Staff and Exporters cannot submit a certificate for endorsement. Instead, they are given the option to “Save as Work in Progress” for an “Internal Accredited Veterinarian” or “Submit to Accredited Veterinarian” for an “External Accredited Veterinarian” to complete the certificate and submit it for endorsement.

Name of Accredited Veterinarian: J. D. Doe, DVM
 National Accreditation Number (NAN 6 digits): 123456
 Address, Phone #, and Email of Accredited Veterinarian: 1 Main Street Albany, NY 12205 (555) 123 - 4567 youremailaddress@vethospitalname.com

Certification Tables:

Rabies vaccination information:						
Row	Microchip Number	Date of Rabies Vaccination	Name of Vaccine	Batch Number	Period of Validity From	Period of Validity To
1	123456789123456	02/01/2019	Purevax	12345A	02/01/2019	02/01/2020

Attachments: 1 attachment(s) added to this certificate.

Additional Information:
 (Will be printed on the certificate)

Comments:
 (Will NOT be printed on the certificate)

By submission of this certificate, I certify that the information presented is accurate and I legally sign this document. I also acknowledge that any applicable fees will be charged upon endorsement and completion of this certificate.

I have uploaded the appropriate lab results on the Attachments screen as applicable.

Successful submission

If VEHCS identifies that required information was not provided, you will receive an error message to correct the missing information. The certificate cannot be submitted until all required information is provided.

If all required information was provided, the certificate is submitted to your USDA Endorsement Office.

Make a note of the tracking number VEHCS assigned to the certificate. You will need to provide this information (and the state you are located in) to your USDA Endorsement Office if you need to communicate with them about your certificate. When the certificate is endorsed, the tracking number will be replaced by the certificate number.

If you want to save the Consignor, Consignee, and Commodity Table (when applicable) information for future exports, select **“Save as Template.”**

Otherwise, periodically check VEHCS each business day to monitor the status of your submission. VEHCS will also notify the notification email addresses entered on the certificate when the certificate is returned for correction or endorsed.

The screenshot displays the VEHCS web interface for the 'Creation of an International Animal Export Health Certificate'. The header includes the USDA logo and the text 'United States Department of Agriculture Animal and Plant Health Inspection Service' and 'Veterinary Export Health Certification System (VEHCS)'. The main content area shows a confirmation message: 'Your Veterinary Export Health Certificate for the Export of Dogs and/or Cats from the United States to Colombia has been submitted on Saturday May 16, 2020 at 03:22 PM Central Daylight Time.' Below this, it states: 'The USDAAPHIS VS Endorsement Office will review the certificate. Upon approval, the certificate will be endorsed and the status updated to Completed. Please contact your [USDAAPHIS VS Endorsement Office with any inquiries.](#)' A highlighted box contains the tracking number: 'For any future communication about this certificate, please use the tracking number 11477.' Further down, it explains that the endorsed certificate will be available for printing or returned by mail, and provides instructions on how to save the certificate as a template. A 'Save as Template' button is highlighted. The footer contains navigation links: 'USDA | APHIS | Veterinary Services | Export Information | Help/Contact Us'.

Your USDA Endorsement Office

Your USDA Endorsement Office will review your certificate and supporting documentation.

If everything is in order, the certificate will be endorsed.

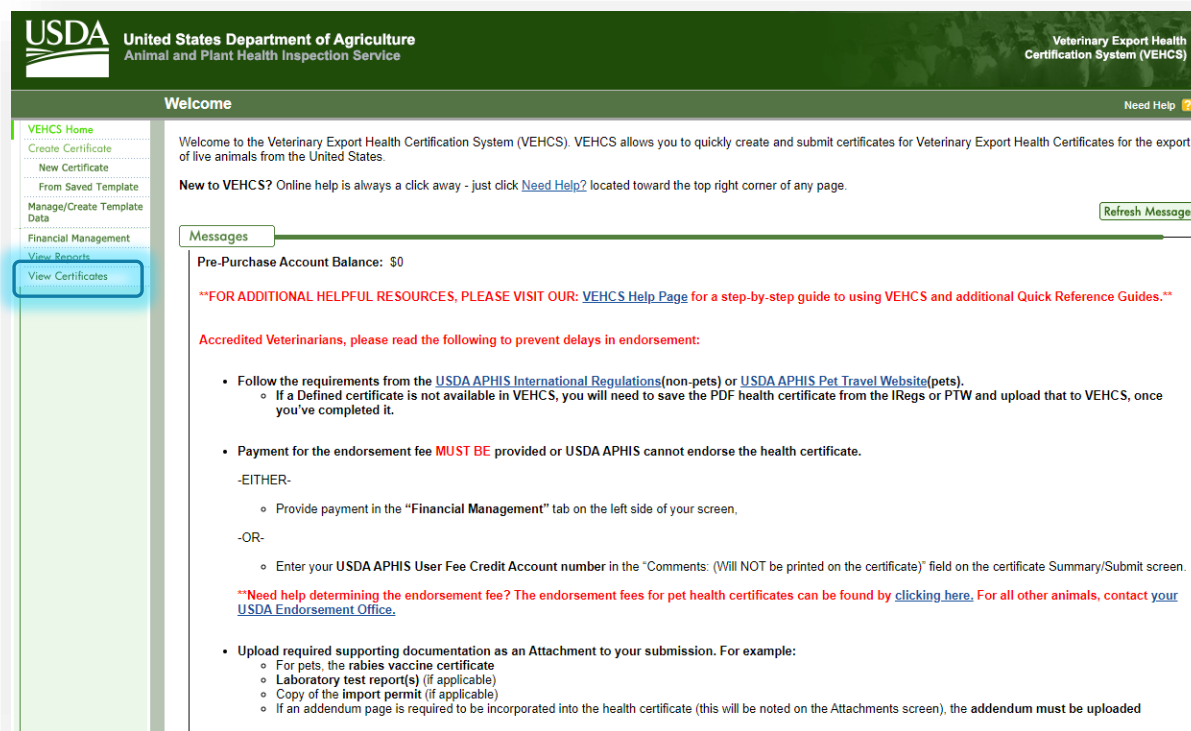
Once the certificate is endorsed, as noted by a VEHCS status of “**Completed**,” it will either be:

- **Mailed with the pre-paid shipping label provided in VEHCS if the destination country does not accept USDA APHIS’s digital endorsement.**
 - This is when USDA APHIS must wet ink sign and physically emboss the printed paper health certificate (for orange, and some commodities for yellow and purple banner countries).
- **Ready for you to view and print if the destination country accepts USDA APHIS’s digital endorsement. This applies to green, and some commodities for yellow and purple, banner countries.**
 - *Ensure the printed hardcopy does **not** contain a “COPY” watermark.*

Regardless of whether or not the certificate is digitally or physically endorsed, a printed, paper hardcopy of the endorsed health certificate must accompany the animal(s) during travel!

Steps for printing digitally endorsed certificates

To print the digitally endorsed health certificate, click “**View Certificates.**”



Steps for printing digitally endorsed certificates

The certificate should appear in the table below, but if you want to narrow your search results, you can search for the certificate by the **“Status,”** **“Date Range”** for either its creation, submission, or endorsement date, tracking number, or certificate number.

The screenshot shows the 'View Certificates' page in the VEHCS system. The header includes the USDA logo and the text 'United States Department of Agriculture Animal and Plant Health Inspection Service' and 'Veterinary Export Health Certification System (VEHCS)'. A 'Need Help' link is visible in the top right. The main content area contains a search form with the following fields and options:

- Status:** A dropdown menu currently set to 'All'.
- and**: A separator text.
- Date Range:** Two date pickers showing '04/16/2020' and '05/16/2020'. Below the pickers are radio buttons for 'Create Date', 'Submitted Date', 'Submitted To AV', and 'Endorsed Date'.
- or**: A separator text.
- Tracking Number:** A text input field with a dropdown arrow.
- or**: A separator text.
- Certificate Number:** A text input field with a dropdown arrow.
- Clear** and **Search** buttons at the bottom of the search area.

Steps for printing digitally endorsed certificates

When you find the certificate you need to print, click **“Manage.”**

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

View Certificates Need Help ?

VEHCS Home
 Create Certificate
 New Certificate
 From Saved Template
 Manage/Create Template Data
 Financial Management
 View Reports
 View Certificates

Please enter search criteria to view a list of certificates. From the resulting list, you will have the option to view, edit, and delete certain certificates. You may also manage the completed certificates by clicking on the 'Manage' button.

Status:

and

Date Range: to
mm/dd/yyyy mm/dd/yyyy

Create Date
 Submitted Date
 Submitted To AV
 Endorsed Date

or

Tracking Number:

or

Certificate Number:

List of Certificates						
Tracking / Certificate Number	Status	Est. Date of Shipment	Endorsed Date	Species	Destination Country	
14304	Submitted	05/16/2020		Dogs and/or Cats	Colombia	<input type="button" value="View"/>
	Completed	05/22/2020	05/16/2020	Cats	India	<input type="button" value="View"/> <input type="button" value="Manage"/>

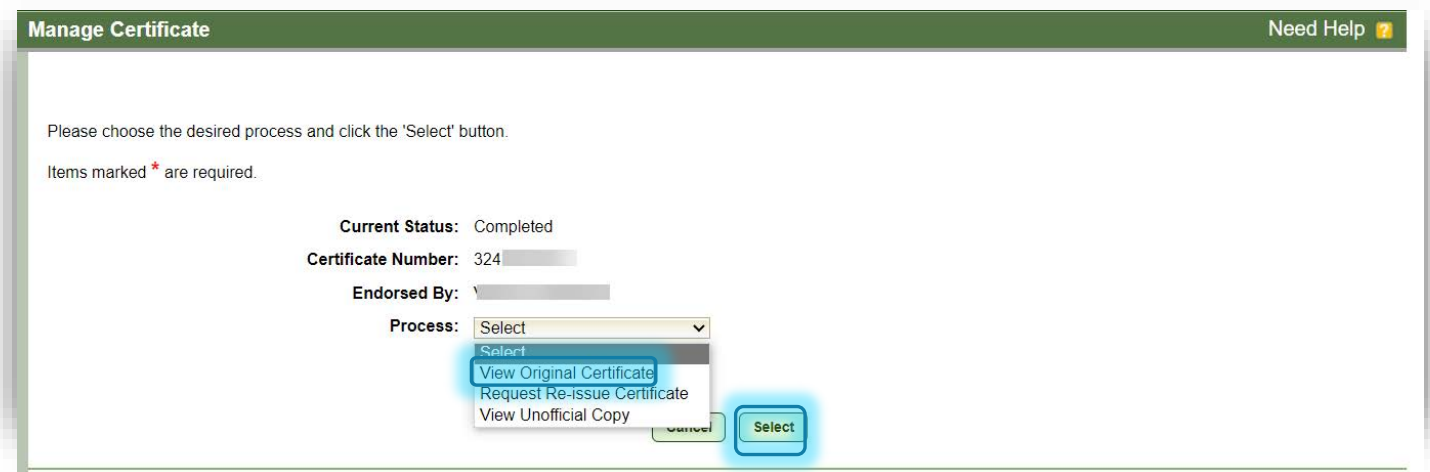
USDA | APHIS | Veterinary Services | Export Information | Help/Contact Us

Steps for printing digitally endorsed certificates

In the “**Process**” dropdown menu, select “**View Original Certificate**” and click “**Select**.” You will be prompted to then open/download the PDF certificate.

NOTE: If you select View Unofficial Copy, the certificate will be printed with a copy watermark. If this is presented to the destination country, they may reject the shipment.

Regardless of whether or not the certificate is digitally or physically endorsed, a printed, paper hardcopy of the endorsed health certificate must accompany the animal(s) during travel!



AV PDF Upload Certificates

HOW TO DETERMINE WHEN AN AV PDF UPLOAD CERTIFICATE IS REQUIRED, HOW TO ISSUE AND SUBMIT FOR ENDORSEMENT, AND HOW TO EITHER PRINT OR PROVIDE A PRE-PAID EXPRESS SHIPPING LABEL TO OBTAIN THE ENDORSED CERTIFICATE

AV PDF Upload certificates

In the next slides, we will walk you through how an AV PDF Upload certificate is issued and submitted for endorsement, including where to upload a pre-paid return shipping label if USDA APHIS's digital endorsement is not accepted or how to print the endorsed health certificate if USDA APHIS's digital endorsement is accepted.

The walk-through is via the USDA Accredited Veterinarian role.

While the example is for a dog traveling to Chile, the premise is the same for other types of animals traveling to other countries and can still be used as a guide.

If you require assistance with issuing an AV PDF Upload certificate beyond what is provided here, please see the VEHCS Quick Reference Guide on the AV PDF Upload certificate:

<https://vehcs.aphis.usda.gov/vehcs/faces/support/userguides.html>

A dog traveling to Chile

One of your clients called to set up an appointment for an international export health certificate. She will be travelling with her dog to Chile.

What should you do first?



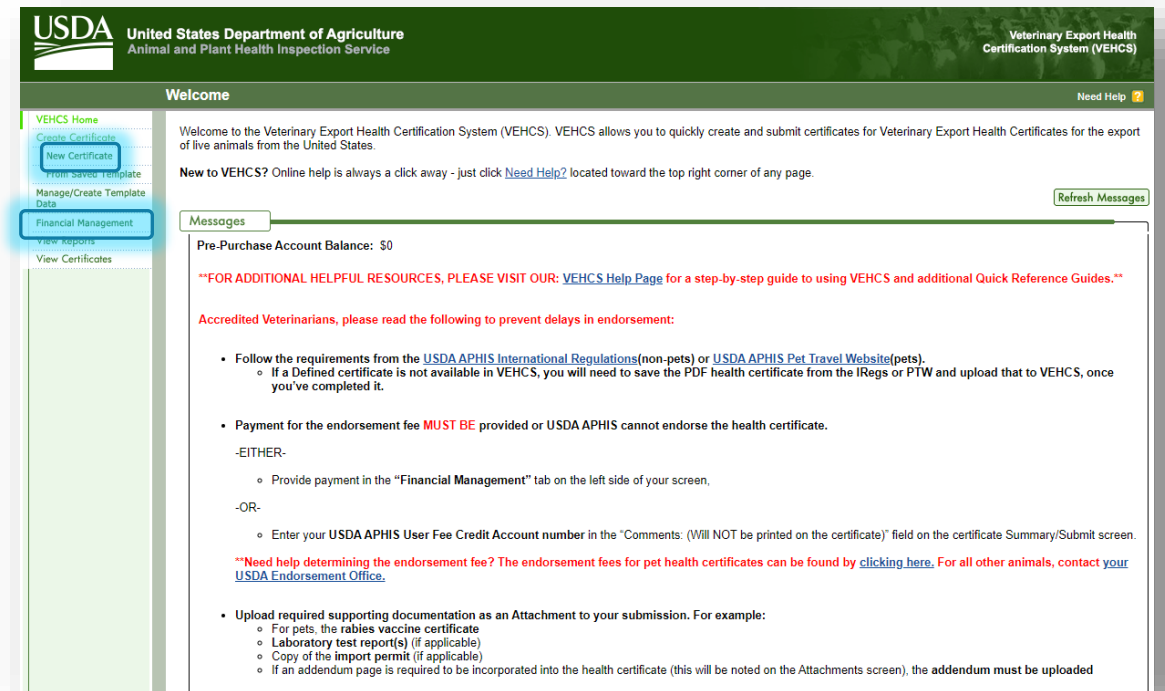
First, check the PTW for pet dogs to Chile

1. [Visit the USDA APHIS PTW.](#)
2. Select Chile from the Export dropdown menu.
3. Note the **green banner** indicating health certificates submitted by the AV through VEHCs will be digitally endorsed by USDA APHIS.
4. Follow the import regulations in the dropdown bar for “Pet Dogs and Cats.”

The screenshot shows the USDA APHIS website interface. At the top, there is a navigation bar with links for 'Home', 'Our Focus', 'Resources', 'Newsroom', 'Pet Travel', and 'Blog'. A search bar is located on the right. The main content area is titled 'Pet travel from the U.S. to Chile' and includes a 'Print' button. A prominent green banner reads 'Save Time and Money!' and lists 'USDA Accredited Veterinarian Signature' and 'Electronic Signature Accepted'. Below this, there is a table with two columns: 'USDA Accredited Veterinarian Signature' and 'Electronic Signature Accepted'. To the right of the main content, a red box labeled 'IMPORTANT' contains instructions: 'Carefully read ALL of the requirements related to your pet on this page.' and 'This page provides the most recent entry requirements and can change without notice.' At the bottom of the page, there is a dropdown menu with options for 'Pet Dogs and Cats' and 'Pet Birds'.

Once you're ready to start the certificate

5. Once the dog is compliant with Chile's import regulations and it's time to issue the health certificate, access the VEHCS website and login to your account. The link to the VEHCS website is available within the PTW's VEHCS banner.
6. If you are not paying by a USDA APHIS User Fee Credit Account, select "**Financial Management**" to first deposit money in VEHCS to pay the endorsement fee.
7. Select "**New Certificate**" under "**Create Certificate**."



Creating the certificate

8. In the **“Certificate Content”** screen, select **“Chile”** from the **“Destination Country”** dropdown menu.

9. The **“Commodity Type”** and **“Type of Admission”** dropdown menus will then appear. There is not an option for dogs in the **“Commodity Type”** so select **“Commodity not Listed”** from the dropdown.

10. By selecting **“Commodity not Listed,”** the page updates with the message **“Click on the Upload button to upload a Filled PDF”** to indicate the health certificate will be issued and submitted by the AV PDF Upload certificate type.



Creating the certificate

11. In a separate tab or browser window, return to the PTW page for Chile to download the PDF of the health certificate.

Pet travel from the U.S. to Chile

Last Modified: Nov 18, 2019 Print

This country allows USDA Accredited Veterinarians to use USDA's online Veterinary Export Health Certification System (VEHCS) to complete health certificates.

Save Time and Money!

USDA Accredited Veterinarian Signature	Electronic Signature Accepted
USDA APHIS Veterinary Medical Officer Signature	Digital Endorsement Accepted The health certificate bears digital signature/seal

STOP Before going to VEHCS: Scroll below this banner to view animal-specific requirements.

To process some health certificates, VEHCS may need the USDA Accredited Veterinarian to upload the completed fillable PDF version found below. Either save a copy of the PDF below, or return to this page for the health certificate, if prompted by VEHCS.

USDA Accredited Veterinarians, log in here if you wish to use VEHCS [\[?\]](#).

USDA Accredited Veterinarians, help with using VEHCS is available on the [VEHCS Help Page](#). To walk yourself through issuing a health certificate in VEHCS, [click here](#).

NOTE: The printed paper endorsed health certificate must accompany each shipment. USDA Accredited Veterinarians can print the health certificate from VEHCS once it is endorsed.

IMPORTANT

Carefully read ALL of the requirements related to your pet on this page.

- This page provides the most recent entry requirements and can change without notice.
- It is the responsibility of the veterinarian to make sure the pet has met all the health requirements of the destination country before issuing a health certificate.
- Failure to meet the requirements may result in problems gaining certificate endorsement or difficulties upon arrival in the destination country.
- Health certificates must be legible, accurate, and complete.

Helpful References for Pet Travel

Contact your local APHIS-VS Service Office

--Select State--

Pet Dogs and Cats

Requirements for Dogs and Cats

The animals must be accompanied by the health certificate provided below that is completed by a USDA-Accredited Veterinarian and endorsed by USDA-APHIS.

[International Health Certificate](#)

Other information:

- Upon arrival in Chile, the animals may be required to be under official observation for a period of at least 30 days.
- Consulate endorsement of the International Health Certificate is not required for personal dogs or cats.
- If your pet is too young to receive rabies vaccination, please



Creating the certificate

11. After saving the PDF to your computer and opening the saved file in Adobe, complete the health certificate just as you would when issuing a hardcopy health certificate.
 - Remember, it is USDA APHIS's preference that the health certificate is typed using Adobe so it is legible.

Veterinary Health Certificate for Export of Dogs and Cats from the United States of America to Chile / Certificado de Salud para la Exportación de Perros y Gatos de los Estados Unidos de América a Chile

Veterinary Authority / Autoridad Veterinaria
UNITED STATES DEPARTMENT OF AGRICULTURE

Date Of Issue / Fecha de Emisión

Certificate Number/ Número del Certificado

1. Consignor / Exportador:

2. Consignee / Importador:

3. Country Of Origin / País de Origen: United States of America

4. State Of Origin / Estado de Origen:

5. Country Of Destination / País de Destino: Chile

6.

7.

8.

9. Date Of Shipment / Fecha de Embarque:

10. Means Of Transport / Medio de Transporte:

11.

12.

13. Description Of Commodity / Descripción de Mercancía: DOG(S) PERROS CAT(S) GATOS

14.

15. Total Quantity / Cantidad Total:

16.

17.

18.

19. Commodities Intended Use / Productos Básicos Uso Previsto: Pet / Mascota

20.

21. Identification Of Commodities / Identificación de Productos Básicos:

Name of Animal / Nombre del Animal	Breed / Raza	Sex / Sexo	Age/ Edad	Weight/ Peso	Alternative ID (microchip/tattoo)/ Otra ID (microchip/ tatuajes)

Page 1 of 2

Veterinaria to Chile / Veterinaria a Chile

Número del Certificado

clinical signs of infectious and encountered / signos de enfermedades infecciosas y encontrados

been 30 days and 12 months prior to departure with a product approved / ha estado con un producto aprobado en los últimos 30 días y 12 meses antes de la salida con un producto aprobado

FAVN test results / Resultados de la prueba FAVN

Parasites/ Ectoparasitosis

Active Ingredient, Dose & Product Name / Ingrediente activo, dosis & nombre del producto

Nombre del Veterinario del USDA

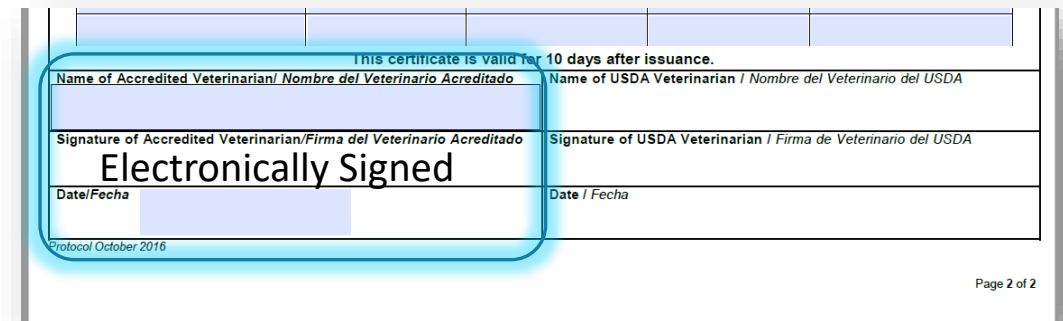
Firma de Veterinario del USDA

Page 2 of 2

Creating the certificate

12. Once the health certificate is fully and accurately completed, finish issuing the PDF health certificate by signing your name with one of the four acceptable options for electronically signing an AV PDF Upload certificate.
 - As a reminder, you may either:
 - Electronically sign the signature field of the health certificate with Adobe’s electronic signature
 - Type “Electronically signed” in the signature field of the health certificate
 - Type your name in a cursive type font
 - or-
 - Print the completed health certificate to wet-ink sign the signature field and then scan the health certificate back into a PDF.

13. Save the completed and signed certificate.



This certificate is valid for 10 days after issuance.

Name of Accredited Veterinarian/ Nombre del Veterinario Acreditado	Name of USDA Veterinarian / Nombre del Veterinario del USDA
Signature of Accredited Veterinarian/Firma del Veterinario Acreditado	Signature of USDA Veterinarian / Firma de Veterinario del USDA
Electronically Signed	
Date/Fecha	Date / Fecha

Protocol October 2016

Page 2 of 2

Creating the certificate

- Return to your open VEHCS page and click **“Upload”** to begin uploading the completed and signed PDF health certificate.

Creating the certificate

15. Enter the required information for the certificate content.

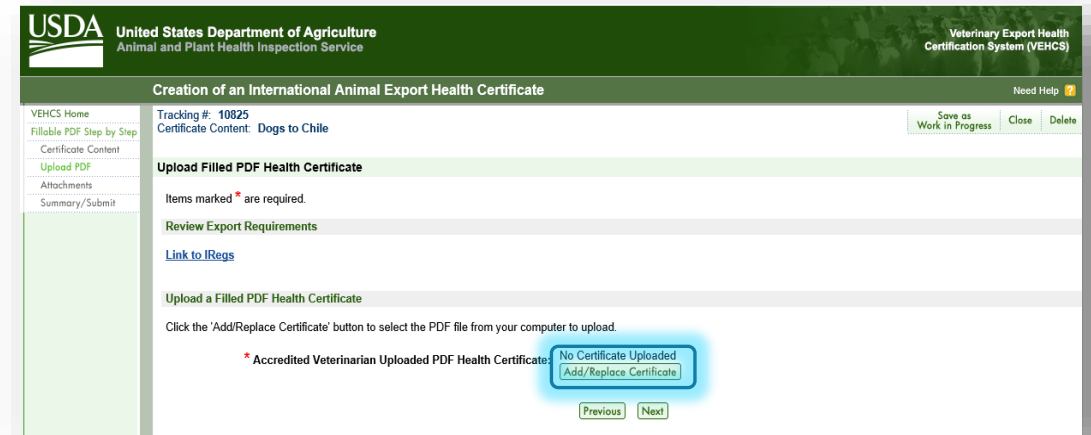
- a. The available list of AVs is based on the State/Territory chosen for the animal's origin state.
- b. After checking the state selection, if the name of the AV does not appear here, the AV must check that his/her license and accreditation information is current in his/her profile from the VEHCS "Welcome" screen's "Manage Account."
- c. Since this certificate is being issued by an AV, there is not an option to select an "Internal Accredited Veterinarian" or "External Accredited Veterinarian," but if this is certificate was being issued by an AV Support Staff or Exporter, this is where those options would appear.

16. Select "Next."

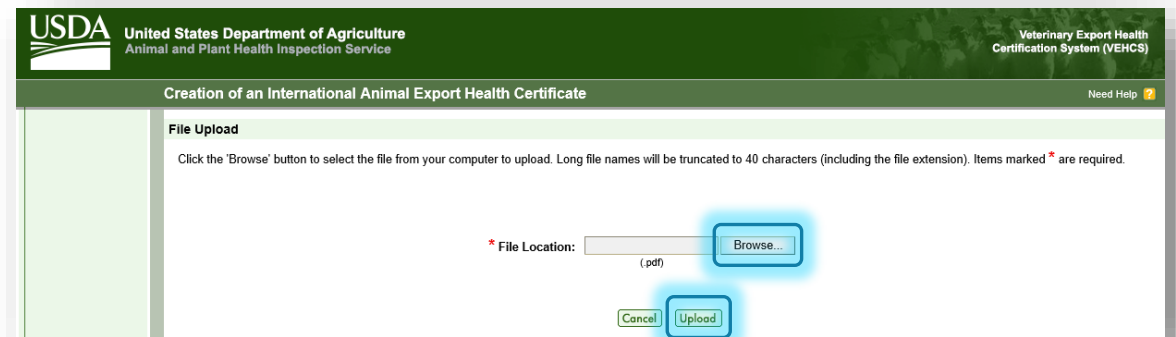
All fields marked with a red * are required to be completed.

Uploading the PDF health certificate

17. In the next page, select **“Add/Replace Certificate.”**



18. Then, select **“Browse”** to select the PDF of the completed health certificate from your files. Once the file is selected, click **“Upload.”**



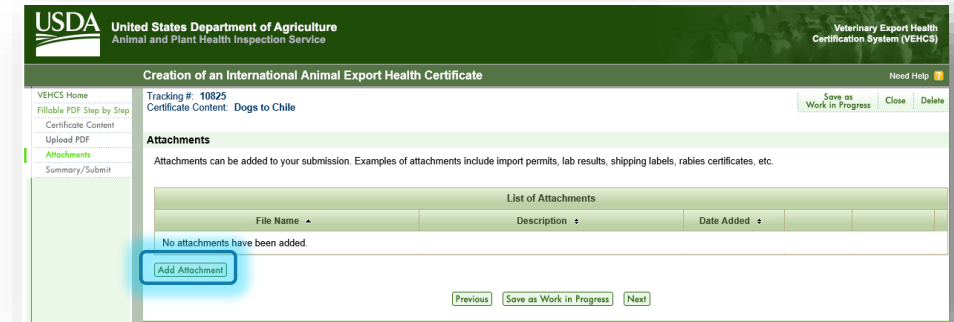
Uploading the PDF health certificate

19. If the PDF file successfully uploads, you will return to this page and see the file name now appears here.
20. Click **“Next.”**



Upload attachments

21. Select **“Add Attachment”** to upload the rabies vaccine certificate that supports the rabies vaccination entered in the PDF health certificate.
22. Select **“Rabies Certificate”** from the dropdown menu to describe the file as the rabies vaccine certificate.
 - For uploading other types of required documentation, such as laboratory reports or import permits, you’ll select the applicable description from the dropdown menu. If there is not a pre-populated description, you’ll select **“Other”** and then enter the description in **“If Other, More Details.”**
23. Select **“Upload.”**
24. In this example, because Chile does not require laboratory testing or an import permit, and because the certificate will be digitally endorsed by USDA APHIS, no other documents are uploaded. But **if a laboratory test report or import permit were required to be uploaded, this is where they would be attached.**
25. Once all required documents are attached to the submission by uploading, select **“Next.”**



Shipping Label

26. For orange, and some yellow and purple, banner countries, you will be prompted to upload a prepaid return label. Follow the steps on screen to upload and attach the label.

Creation of an International Animal Export Health Certificate
Need Help ?

Save as Work in Progress |
 Save as Template |
 View Certificate Draft |
 Close |
 Delete

Shipping Label
[Step-By-Step Guide](#)

Digital endorsement of your health certificate is not accepted by the destination country at this time. Your health certificate will be physically endorsed by your USDA Endorsement Office. The hardcopy endorsed health certificate must accompany the animal(s) when shipped. You must make arrangements for the return of the endorsed health certificate to you or the animal owner/exporter.

There is a 20 megabyte total for all attachments with a 10 megabyte limit per attachment and a 300 kilobyte limit per image.

Uploaded Shipping Label: No Label Uploaded [Help](#)

File Location: No file chosen
(.gif, .jpg, or .pdf)

Additional Return Shipping Instructions:
(instructions will not be saved unless a file is uploaded)

(255 characters maximum)

Previous |
 Save as Work in Progress |
 Next

Payment Method

27. Payment of the User (Endorsement) Fee is required before your certificate can be submitted to your USDA Endorsement Office. Select the option for how you'll pay the User (Endorsement) Fee.

The screenshot shows a web application interface for creating an international animal export health certificate. The main heading is "Creation of an International Animal Export Health Certificate" with a "Need Help" link. A sidebar on the left contains navigation links: VEHCS Home, Fillable PDF Step by Step, Certificate Content, Upload PDF, Attachments, Shipping Label, Payment Method (highlighted), and Summary/Submit. The main content area shows "Tracking #:" and "Certificate Content:" fields. Below these is the "Payment Method" section, which includes a "Step-By-Step Guide" link and a note: "Payment of the User (Endorsement) Fee is required before your certificate can be submitted to your USDA Endorsement Office. Select the option for how you'll pay the User (Endorsement) Fee." A note below states "Items marked * are required." The form contains a required field "*Payment Method:" with a dropdown menu currently set to "Choose a Payment Method". The dropdown menu is open, showing three options: "Choose a Payment Method", "Pre-Purchase Account", and "USDAAPHIS User Fee Credit Account". At the bottom of the form are three buttons: "Previous", "Save as Work in Progress", and "Next".

Summary/Submit

28. The information entered in the previous pages is summarized here. You must review the information to ensure it is accurate and complete. If you need to correct any information, select “Edit” on the right side of the section.

Also review the "Notification Email Addresses" section. Enter email addresses to receive certificate status email notifications. The recipients will receive email updates when this health certificate is submitted to VS, endorsed by VS or returned by VS.

Notification Email Addresses

The following email addresses will receive email updates when this health certificate is submitted to VS, endorsed by VS or returned by VS. You can edit the recipients for this health certificate.

Note: Use Manage Account located on the VEHCS Home Page to edit default email addresses for future health certificates.

Email Address (1):

Email Address (2):

Email Address (3):

Email Address (4):

Email Address (5):

Submitting for endorsement

The information entered in the previous pages is summarized here. You must review the information to ensure it is accurate and complete. If you need to correct any information, select “Edit” on the right side of the section.

29. Before the AV can submit the certificate to the USDA Endorsement Office, the two statements must be read and selected to certify that the information is accurate, that laboratory test reports were uploaded as attachments (when applicable), that you acknowledge fees will be charged upon endorsement of the certificate, and that by submitting the certificate, you are legally signing the certificate.

AV Support Staff and Exporters are not able to select these statements.

30. Select “**Submit Certificate.**”

AV Support Staff and Exporters cannot submit a certificate for endorsement. Instead, they are given the option to “**Save as Work in Progress**” for an “Internal Accredited Veterinarian.”

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate

Tracking #: 10825
Certificate Content: Dogs to Chile

Summary/Submit

Please review the information that you have provided for the certificate. Select 'Edit' to make changes to the associated part of the certificate. Carefully review your certificate and then click the 'Submit Certificate' button.

Destination Country:	Chile	Edit
Commodity Type:	Dogs	Edit
Intended Use:	Pet	Edit
Type of Admission:	Permanent Import	Edit
Certificate Type:	AV Uploaded HC	Edit
Consignor Name:	Jane Smith	Edit
State of Origin:	New York	Edit
Accredited Veterinarian:	Av A. User, DVM License Number: 1234 Accreditation Number: 878989	Edit
Estimated Date of Shipment:	10/12/2018	Edit
Number of Animals/Units:	1	Edit

Uploaded PDF: PDF File Uploaded. [Edit](#)

Attachments: No attachment(s) added to this certificate. [Edit](#)

Comments: (Will NOT be printed on the certificate)

By submission of this certificate, I certify that the information presented is complete, accurate, and signed by me. I also acknowledge that any applicable fees will be charged upon endorsement and completion of this certificate.

I have uploaded the appropriate lab results on the Attachments screen as applicable.

[Previous](#) [Save as Work in Progress](#) [Submit Certificate](#)

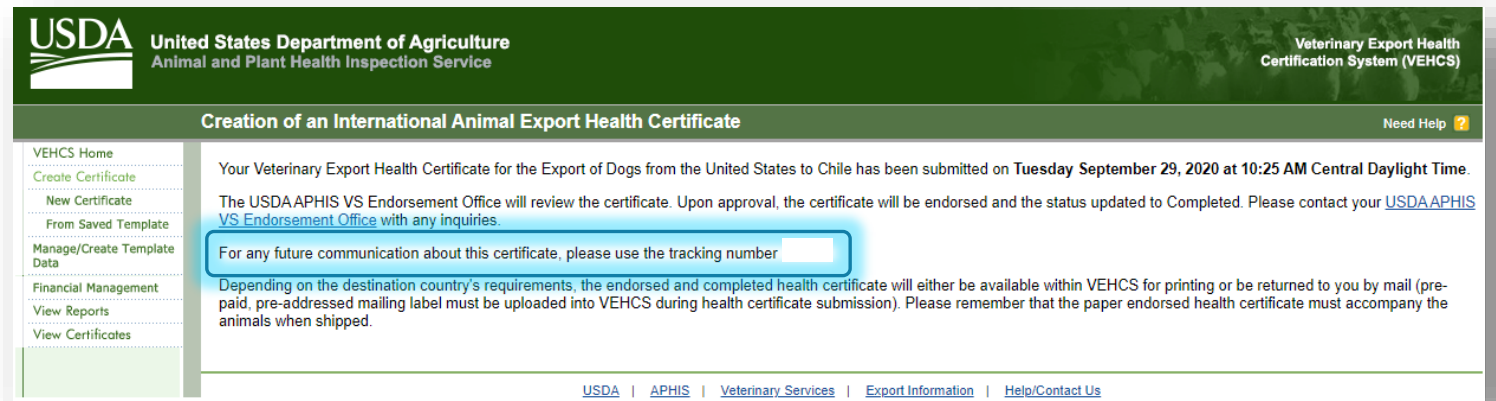
Successful submission

If VEHCS identifies that required information was not provided, you will receive an error message to correct the missing information. The certificate cannot be submitted until all required information is provided.

If all required information was provided, the certificate is submitted to your USDA Endorsement Office.

Make a note of the tracking number VEHCS assigned to the certificate. You will need to provide this information (and the state you are located in) to your USDA Endorsement Office if you need to communicate with them about your certificate. When the certificate is endorsed, the tracking number will be replaced by the certificate number.

Otherwise, periodically check VEHCS each business day to monitor the status of your submission. VEHCS will also notify the notification email addresses entered on the certificate when the certificate is returned for correction or endorsed.



Your USDA Endorsement Office

Your USDA Endorsement Office will review your certificate and supporting documentation.

If everything is in order, the certificate will be endorsed.

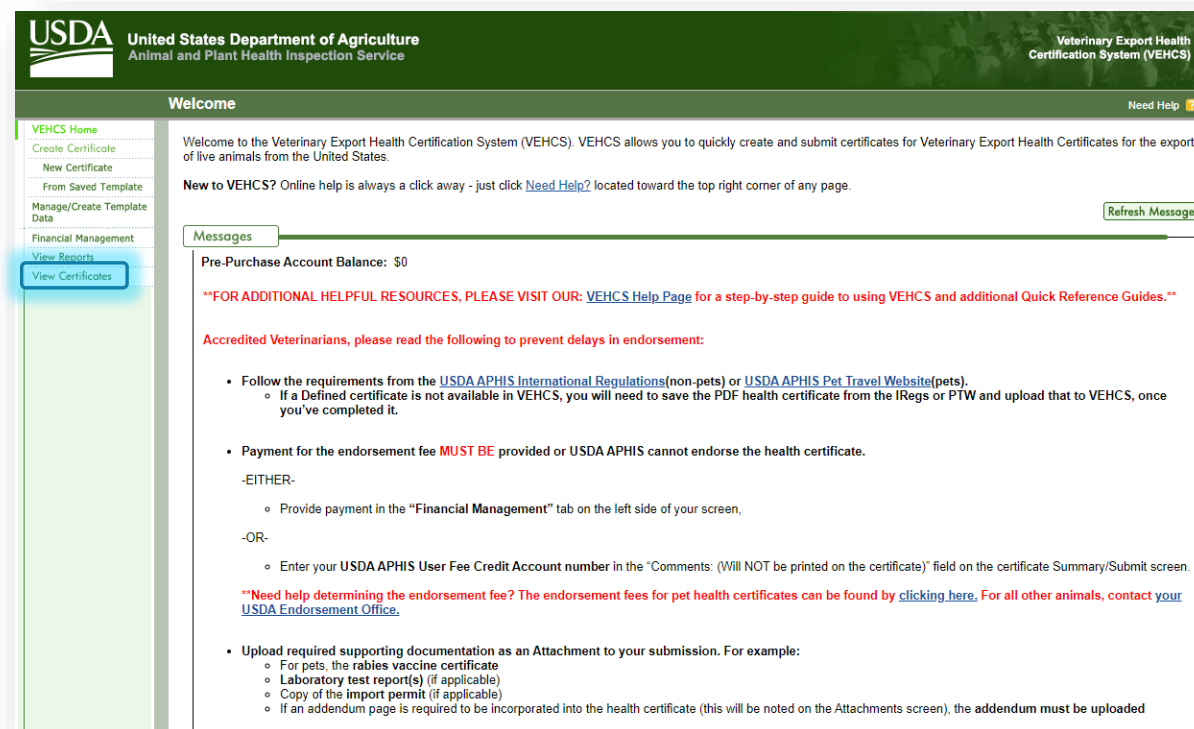
Once the certificate is endorsed, as noted by a VEHCS status of “**Completed**,” it will either be:

- **Mailed with the pre-paid shipping label provided in VEHCS if the destination country does not accept USDA APHIS’s digital endorsement.**
 - This is when USDA APHIS must wet ink sign and physically emboss the printed paper health certificate (for orange, and some commodities for yellow and purple banner countries).
- **Ready for you to view and print if the destination country accepts USDA APHIS’s digital endorsement. This applies to green, and some commodities for yellow and purple, banner countries.**
 - *Ensure the printed hardcopy does **not** contain a “COPY” watermark.*

Regardless of if the certificate is digitally or physically endorsed, a printed, paper hardcopy of the endorsed health certificate must accompany the animal(s) during travel!

Steps for printing digitally endorsed certificates

To print the digitally endorsed health certificate, click **“View Certificates.”**



Steps for printing digitally endorsed certificates

The certificate should appear in the table below, but if you want to narrow your search results, you can search for the certificate by the **“Status,”** **“Date Range”** for either its creation, submission, or endorsement date, tracking number, or certificate number.

The screenshot shows the 'View Certificates' page of the Veterinary Export Health Certification System (VEHCS). The page header includes the USDA logo and the text 'United States Department of Agriculture Animal and Plant Health Inspection Service' and 'Veterinary Export Health Certification System (VEHCS)'. A 'Need Help' link is visible in the top right.

The main content area contains the following search criteria:

- Status:** A dropdown menu set to 'All'.
- and**
- Date Range:** Two date pickers showing '04/16/2020' and '05/16/2020'. Below the pickers are radio buttons for:
 - Create Date
 - Submitted Date
 - Submitted To AV
 - Endorsed Date
- or**
- Tracking Number:** A text input field with a dropdown arrow.
- or**
- Certificate Number:** A text input field with a dropdown arrow.

At the bottom of the search area are 'Clear' and 'Search' buttons. The 'Search' button is highlighted with a blue glow.

Steps for printing digitally endorsed certificates

When you find the certificate you need to print, click **“Manage.”**

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

View Certificates Need Help ?

VEHCS Home
 Create Certificate
 New Certificate
 From Saved Template
 Manage/Create Template Data
 Financial Management
 View Reports
 View Certificates

Please enter search criteria to view a list of certificates. From the resulting list, you will have the option to view, edit, and delete certain certificates. You may also manage the completed certificates by clicking on the 'Manage' button.

Status:

and

Date Range: to
mm/dd/yyyy mm/dd/yyyy

Create Date
 Submitted Date
 Submitted To AV
 Endorsed Date

or

Tracking Number:

or

Certificate Number:

List of Certificates						
Tracking / Certificate Number	Status	Est. Date of Shipment	Endorsed Date	Species	Destination Country	
14304	Submitted	05/16/2020		Dogs and/or Cats	Colombia	<input type="button" value="View"/>
	Completed	05/22/2020	05/16/2020	Cats	India	<input type="button" value="View"/> <input type="button" value="Manage"/>

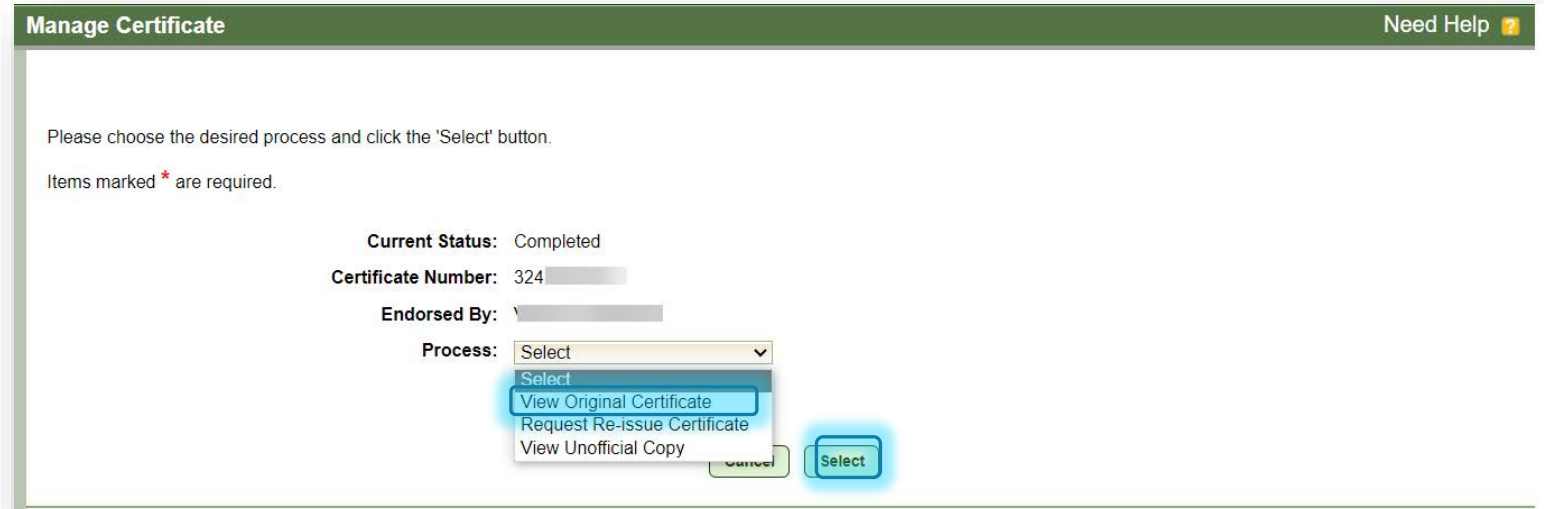
USDA | APHIS | Veterinary Services | Export Information | Help/Contact Us

Steps for printing digitally endorsed certificates

In the “**Process**” dropdown menu, select “**View Original Certificate**” and click “**Select.**” You will be prompted to then open/download the PDF certificate.

NOTE: If you select View Unofficial Copy, the certificate will be printed with a copy watermark. If this is presented to the destination country, they may reject the shipment.

Regardless of whether or not the certificate is digitally or physically endorsed, a printed, paper hardcopy of the endorsed health certificate must accompany the animal(s) during travel!



The screenshot shows a web interface titled "Manage Certificate" with a "Need Help" link. The main content area contains the following text and form elements:

- Instruction: "Please choose the desired process and click the 'Select' button."
- Note: "Items marked * are required."
- Fields:
 - Current Status:** Completed
 - Certificate Number:** 324 [redacted]
 - Endorsed By:** [redacted]
 - Process:** A dropdown menu with the following options:
 - Select
 - View Original Certificate (highlighted)
 - Request Re-issue Certificate
 - View Unofficial Copy
- Buttons: "Cancel" and "Select" (highlighted).



Transiting another country

WHEN AN ANIMAL TRAVELS THROUGH ANOTHER COUNTRY BEFORE
ARRIVING IN THE DESTINATION COUNTRY

Transits: issuing multiple certificates

If an animal stops in one country (e.g., for a layover) before immediately traveling on to the destination country, and the country the animal stops in requires the animal meet their import regulations, more than one health certificate may need to be issued and endorsed in VEHCS.

For animals who require a separate health certificate for the country they transit, **the transit health certificate must be submitted separately in VEHCS from the health certificate for the destination country.**

- The Consignee field for the transit certificate should list the address in the *destination* country and end in “via [insert name of the country transited].”

To link the two health certificates together in VEHCS to ensure your USDA Endorsement Office processes them in tandem, you must include a note in the “Comments: (Will NOT be printed on the certificate)” of each submission to explain the relationship between the submissions.

Once endorsed, the health certificate for the country transited and the final destination country will have different certificate numbers.



If Your USDA Endorsement Office Returns a Submission for Correction

Returned certificates

If you realize there's an error after you submit your health certificate, contact **your USDA Endorsement Office** immediately, noting the state you are located in and the tracking number. If possible, your USDA Endorsement Office will return your submission to you for correction before they begin reviewing the submission for endorsement.

If your USDA Endorsement Office finds an error with your submission, they will notify you that a correction needs to be made, and the certificate will be returned to you in VEHCS.

- USDA APHIS is unable to make changes to electronically submitted documents.
- **Remember to keep your contact information up to date in VEHCS since this is how your USDA Endorsement Office will contact you.**

Returned certificates

- When returning the certificate to you in VECHS, your USDA Endorsement Office may include comments on the reason for return. If so, the remarks will be available in **“Comments.”**
- DO NOT** start a new submission as a means of submitting a corrected health certificate. By doing so, the re-submission will appear to your USDA Endorsement Office as a brand new submission, which may result in a further delay in endorsement and duplicate charges.

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VECHS)

View Certificates Need Help ?

Please enter search criteria to view a list of certificates. From the resulting list, you will have the option to view, edit, and delete certain certificates. You may also manage the completed certificates by clicking on the 'Manage' button.

Status:

and

Date Range: to Create Date
 Submitted Date
 Submitted To AV
 Endorsed Date

or

Tracking Number:

or

Certificate Number:

List of Certificates						
Tracking / Certificate Number	Status	Est. Date of Shipment	Endorsed Date	Species	Destination Country	
14304	Returned	05/16/2020		Dogs and/or Cats	Colombia	<input type="button" value="View/Edit"/> <input type="button" value="Comments"/>



Reissuing endorsed health certificates

Reissuing endorsed health certificates

If information within the health certificate needs to be changed after endorsement, the health certificate may be reissued in VEHCS. Endorsement fees may apply.

- You **cannot** make corrections to an endorsed health certificate. To do so could be considered a criminal offense.

Before you reissue the health certificate in VEHCS, contact [your USDA Endorsement Office](#) to discuss the reason for reissuing the health certificate, especially if an animal is held in another country.

Reissuing endorsed health certificates

Only the AV may reissue an endorsed health certificate. AV Support Staff and Exporters cannot initiate a request to reissue an endorsed health certificate.

Saving as a work in progress is not available for reissue requests. The AV must complete the reissue during the current session or it will be cancelled and the AV will have to begin again.

Once your USDA Endorsement Office endorses the reissued health certificate:

- The original health certificate is voided in VEHCS (i.e., no longer available).
- The reissued health certificate will have a new certificate number, but it will reference the original health certificate by declaring “This certificate replaces certificate # (original certificate #).”

Reissuing endorsed health certificates

To initiate the reissue, select **“Manage”** in the **“View Certificates”** screen for the health certificate you need reissued.

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

View Certificates Need Help ?

Please enter search criteria to view a list of certificates. From the resulting list, you will have the option to view, edit, and delete certain certificates. You may also manage the completed certificates by clicking on the 'Manage' button.

Status: All

and

Date Range: 04/16/2020 to 05/16/2020
mm/dd/yyyy mm/dd/yyyy

- Create Date
- Submitted Date
- Submitted To AV
- Endorsed Date

or

Tracking Number:

or

Certificate Number:

List of Certificates						
Tracking / Certificate Number	Status	Est. Date of Shipment	Endorsed Date	Species	Destination Country	
[Redacted]	Completed	05/16/2020	05/16/2020	Dogs and/or Cats	Colombia	<input type="button" value="View"/> <input checked="" type="button" value="Manage"/>

Reissuing endorsed health certificates

Then, select **“Request Re-issue Certificate”** in the **“Process”** dropdown menu, and enter the reason for the reissue in the **“Reissue Reason”** field, including what information you will change in the health certificate.

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Manage Certificate [Need Help ?](#)

Please choose the desired process and click the 'Select' button.

Items marked * are required.

Current Status: Completed

Certificate Number: [REDACTED]

Endorsed By: USDA APHIS Veterinary Medical Officer

Process: Request Re-issue Certificate ▾

*Reissue Reason: Wrong signalment for the animal. Changed sex and age.

Reissuing endorsed Defined certificates

For Defined certificates, correct the information you need to change.

- Before submitting the reissued certificate, **you will also need to select yourself as the AV in the “General” screen and reselect the certification statements in the “Certification Statements” screen.**
- The reason for the reissue, and the original VEHCS certificate number, are displayed at the bottom of the “Summary/Submit” screen.
 - If you need to correct the “Reissue Reason” field, you may do so here.

Then, submit the certificate as you normally would.

- Note: you must review each page and select “Next” before VEHCS will let you submit.

Reissuing endorsed health certificates

Reissue Request Details

Reissue Reason:
(Will NOT be printed on the certificate)

Wrong signalment for the animal. Changed sex and age.

Reissue will replace certificate number:

By submission of this certificate, I certify that the information presented is accurate and I legally sign this document. I also acknowledge that any applicable fees will be charged upon endorsement and completion of this certificate.

I have uploaded the appropriate lab results on the Attachments screen as applicable.

Reissuing endorsed AV PDF Upload

For AV PDF Upload certificates, once you've initiated the reissue, the **"Certificate Content"** screen will appear.

- If any of this information needs to be changed, do so here.
- Otherwise, select yourself as the AV and select **"Next."**

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate Need Help ?

VEHCS Home
[Fillable PDF Step by Step](#)
[Certificate Content](#)
[Upload PDF](#)
[Attachments](#)
[Summary/Submit](#)

Certificate Content

Please enter the required information on each of the Fillable PDF Step by Step pages. When complete, go to Summary/Submit to submit the certificate.

Saving as work in progress is not available for re-issue requests. The Fillable PDF Step by Step pages must be completed during the current session or the re-issue request will be cancelled.

Items marked * are required.

*Destination Country:

If the desired Commodity Type, Intended Use, or Type of Admission is not listed, please refer to the [IRegs for Animal Exports](#) website or contact your local [Service Center](#).

*Commodity Type:

*Intended Use:

*Type of Admission:

*State of Origin:

*Consignor Name:

*Accredited Veterinarian: Note: The Accredited Veterinarian dropdown will only be populated with applicable Accredited Veterinarians after the Origin State/Territory has been selected.

License Number:
Accreditation Number:

*Estimated Date of Shipment:
mm/dd/yyyy

*Number of Animals/Units:

Reissuing endorsed AV PDF Upload

In the “**Upload Filled PDF Health Certificate**” screen, upload the reissued health certificate as you normally would for an AV PDF Upload certificate.

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Creation of an International Animal Export Health Certificate Need Help ?

VEHCS Home
[Fillable PDF Step by Step](#)
 Certificate Content
[Upload PDF](#)
 Attachments
 Summary/Submit

Tracking #: 12326
 Certificate Content: Horses to Israel Close Delete

Upload Filled PDF Health Certificate

Items marked * are required.

Review Export Requirements

[Link to IRegs](#)

Upload a Filled PDF Health Certificate

Click the 'Add/Replace Certificate' button to select the PDF file from your computer to upload.

* Accredited Veterinarian Uploaded PDF Health Certificate: [Health Certificate for AV PDF Upload.pdf](#)

Reissuing endorsed AV PDF Upload

In the “**Summary/Submit**” screen, the reason for the reissue and the original certificate number, appear at the bottom of the screen.

- If you need to correct the “**Reissue Reason**” field, you may do so here.
- Otherwise, submit the reissued certificate as you normally would.

Reissue Request Details

Reissue Reason:
(Will NOT be printed on the certificate)

Recorded wrong microchip number. Corrected microchip number.

Reissue will replace certificate number:

By submission of this certificate, I certify that the information presented is complete, accurate, and signed by me. I also acknowledge that any applicable fees will be charged upon endorsement and completion of this certificate.

I have uploaded the appropriate lab results on the Attachments screen as applicable.

[Previous](#) [Submit Certificate](#)



Reusing Consignor and Consignee information

ALIAS NAMES

Reusing Consignor and Consignee info

If you've previously issued a health certificate for your client under the exact same Consignor name you will use to create a new health certificate, you may see an error message that the Consignor Alias Name already exists in the **"Consignor Details"** screen:

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Consignor Details Need Help ?

Error: The Consignor Alias Name already exists. Please re-enter a different name.

Please enter the required information for a consignor. Please note: If the Consignor Alias Name, which is the consignor name represented in a dropdown, is left empty, the first 40 characters from Consignor Name will be copied to it on save. Items marked * are required.

*Consignor Name/Business Name:

Consignor Alias Name:

Consignor Contact Person Name:

*Street Address:

*City:

*State/Territory/Province:

*Zip/Postal Code:

*Country:

Phone:

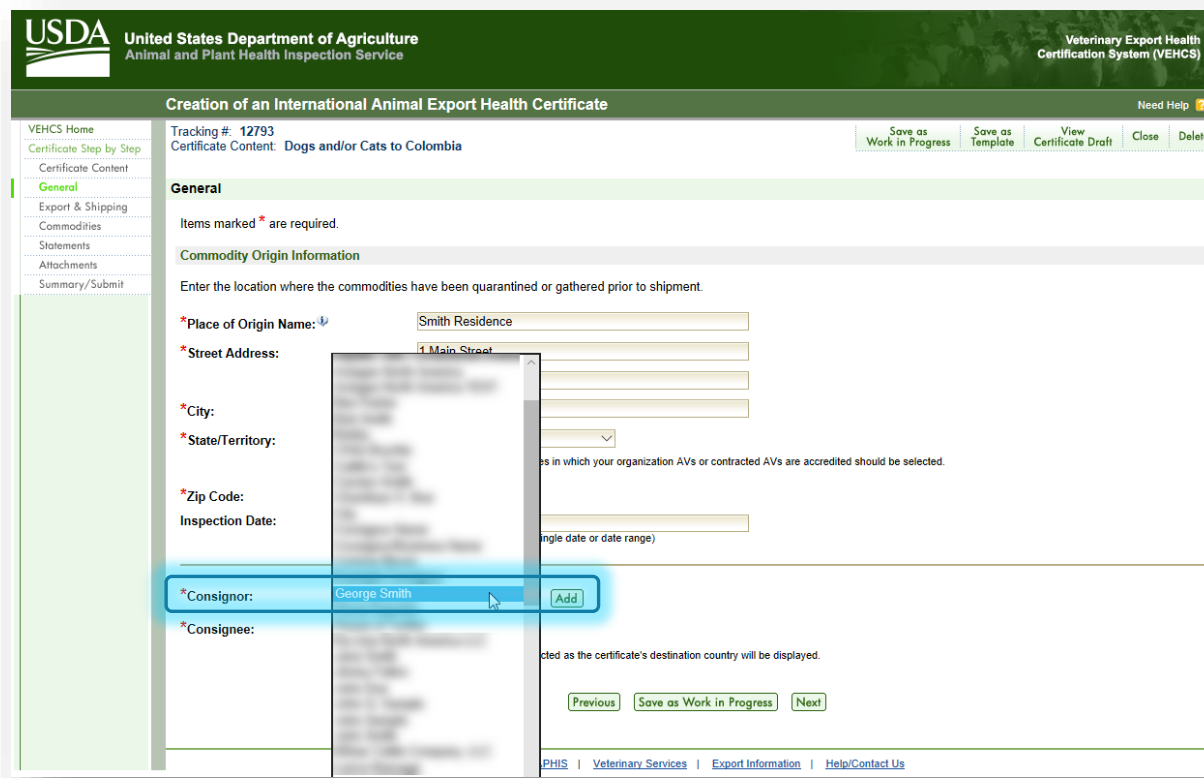
Fax:

E-Mail Address:

USDA | APHIS | Veterinary Services | Export Information | Help/Contact Us

Reusing Consignor and Consignee info

To workaround this error message, return to the previous **“General”** screen and select your client’s Consignor name from the dropdown menu.



Reusing Consignor and Consignee info

When the same thing happens for clients that are returning to a previous destination, you would select their previous entry in the Consignee dropdown menu in the “**General**” screen.

Consignee Details

Error: The Consignee Name you have entered already exists. Please re-enter a different name.

Please enter the required information for a consignee. Items marked * are required.

*Consignee Name/Business Name:

Consignee Contact Person Name:

Street Address:

*City:

State/Territory/Province:

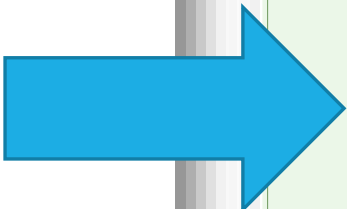
Zip/Postal Code:

*Country:

Phone:

Fax:

E-Mail Address:



Creation of an International Animal Export Health Certificate

Tracking # 12793
Certificate Content: Dogs and/or Cats to Colombia

General

Items marked * are required.

Commodity Origin Information

Enter the location where the commodities have been quarantined or gathered prior to shipment.

*Place of Origin Name:

*Street Address:

*City:

*State/Territory:

*Zip Code:

Inspection Date:

*Consignor:

*Consignee:

George Smith

Reusing Consignor and Consignee info

If your client's home address has changed since the last time you issued a VEHCS health certificate (i.e., the previous Consignee information is out of date), you may either:

1. Make a new Consignor Name by recording a **“Consignor Alias Name”** in the **“Consignor Details”** screen
- or-
2. Edit your client's information under **“Manage Consignors”** under **“Manage/Create Template Data”**

Reusing Consignor and Consignee info

1. Make a new Consignor Name by recording a “**Consignor Alias Name**” in the “**Consignor Details**” screen

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Consignor Details Need Help ?

Error: The Consignor Alias Name already exists. Please re-enter a different name.

Please enter the required information for a consignor. Please note: If the Consignor Alias Name, which is the consignor name represented in a dropdown, is left empty, the first 40 characters from Consignor Name will be copied to it on save. Items marked * are required.

*Consignor Name/Business Name:

Consignor Alias Name:

Consignor Contact Person Name:

*Street Address:

*City:

*State/Territory/Province:

*Zip/Postal Code:

*Country:

Phone:

Fax:

E-Mail Address:

[USDA](#) | [APHIS](#) | [Veterinary Services](#) | [Export Information](#) | [Help/Contact Us](#)

Reusing Consignor and Consignee info

2. Edit your client's information under "Manage Consignors" under "Manage/Create Template Data"

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

Manage Consignors Need Help ?

VEHCS Home
Create Certificate
New Certificate
From Saved Template
Manage/Create Template Data
Manage Certificate Templates
Manage Consignors
Manage Consignees
Manage Commodity Table Templates
Financial Management
View Reports
View Certificates

Creating a list of consignors allows anyone in your organization to select an consignor from a list when creating a certificate, eliminating the need to type the consignor information for each certificate. You may add, update, or delete consignors at any time.

Consignor Name / Business Name ▲	Alias Name ▲	Location ▼	Country ▼	
George Smith	George Smith	Albany, NY	United States	<input type="button" value="Delete"/> <input type="button" value="Select All"/> <input type="button" value="Update"/>

[USDA](#) | [APHIS](#) | [Veterinary Services](#) | [Export Information](#) | [Help/Contact Us](#)

Reusing Consignor and Consignee info

If your client is traveling to either a different address in a previously visited country or a new country, you will update their information in **“Manage Consignees”** under **“Manage/Create Template Data”**:

Consignee Name / Business Name	Location	Country	Update	Delete
George Smith	Bogota	Colombia	Update	Delete

Additional VEHCS resources

WHERE TO FIND MORE HELP WITH USING VEHCS

If you need additional help with VEHCS

If you need help with VEHCS at any point, there are several VEHCS resources available to you:

- [VEHCS Help Page](#)
- [VEHCS Quick Reference Guides](#) (QRGs)
- **VEHCS Online Help Manual** (available within VEHCS)
- [Your USDA Endorsement Office](#). If you contact your USDA Endorsement Office about a submitted certificate, you must provide the state you are located in and the tracking number VEHCS assigned to your submission.
- **PCIT Help Desk for VEHCS IT troubleshooting** at pcithelpdesk@usda.gov or 1-866-HLP-PCIT (1-866-457-7248)
- **Support with login credentials** at [this helpdesk](#) or 1-866-794-2827

Where to find the VEHCS Help Page

Click the link in the non-red VEHCS banners:

This country allows USDA Accredited Veterinarians to use USDA's online Veterinary Export Health Certification System (VEHCS) to complete health certificates.

Save Time and Money!

USDA Accredited Veterinarian Signature	Electronic Signature Accepted
USDA APHIS Veterinary Medical Officer Signature	Digital Endorsement Accepted The health certificate bears digital signature/seal

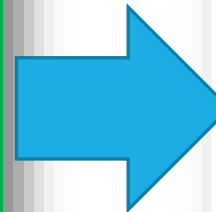
Before going to VEHCS: Scroll below this banner to view animal-specific requirements.

To process some health certificates, VEHCS may need the USDA Accredited Veterinarian to upload the completed fillable PDF version found below. Either save a copy of the PDF below, or return to this page for the health certificate, if prompted by VEHCS.

USDA Accredited Veterinarians, log in here if you wish to use VEHCS [↗](#).

USDA Accredited Veterinarians, help with using VEHCS is available on the [VEHCS Help Page](#). To walk yourself through issuing a health certificate in VEHCS, click here [↗](#).

NOTE: The printed paper endorsed health certificate must accompany each shipment. USDA Accredited Veterinarians can print the health certificate from VEHCS once it is endorsed.



USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Home Our Focus Resources Newsroom Pet Travel Blog

Helpful References for Pet Travel

Travel with a Pet

- Definition of a Pet
- Take your Pet from the U.S. to a Foreign Country
- Bring your Pet into the U.S. from a Foreign Country
- Travel with a Pet from State to State
- APHIS Veterinary Services Endorsement Offices
- Helpful References for Pet Travel

IMPORTANT INFORMATION
Pet Birds Returning to the U.S. After Travel to a Foreign Country

Veterinary Export Health Certification System (VEHCS) Help Page

Last Modified: Apr 10, 2020 [Print](#)

[Information about VEHCS for Owners and Exporters](#)

References for Accredited Veterinarians on How to Use VEHCS

- Why should USDA Accredited Veterinarians use VEHCS?
- Country Acceptance List for VEHCS
- Step-by-step guide to using VEHCS (updated regularly!)
 - Learn about the different color coded VEHCS banners, the different types of VEHCS health certificates, including how to complete them, and updates to VEHCS!
- Quick Reference Guides for VEHCS users, including information on how to:
 - Create a VEHCS account
 - Manage an account in VEHCS
 - Add funds to your VEHCS pre-purchase account
 - Print a completed health certificate
 - Frequently asked questions

And more!

[LOG IN TO VEHCS](#)

VEHCS/PCIT Help Desk 1-866-HLP-PCIT (1-866-457-7248) poitelpdesk@usda.gov	eAuthentication Support For user ID/password assistance and technical support 1-866-794-2827 aehd@usda.gov
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Where to find the VEHCS Help Page

Click the VEHCS icon on some pages of the IRegs and PTW:

Where to find the Online Help Manual

The screenshot shows the top navigation bar of the Veterinary Export Health Certification System (VEHCS) website. On the left is the USDA logo and the text 'United States Department of Agriculture Animal and Plant Health Inspection Service'. On the right is the text 'Veterinary Export Health Certification System (VEHCS)'. Below the navigation bar is a 'Welcome' section. A blue arrow points from the 'Welcome' section to a 'Need Help ?' button located in the top right corner of the page content area. The main content area includes a 'Messages' section with the following text:

Welcome to the Veterinary Export Health Certification System (VEHCS). VEHCS allows you to quickly create and submit certificates for Veterinary Export Health Certificates for the export of live animals from the United States.

New to VEHCS? Online help is always a click away - just click [Need Help?](#) located toward the top right corner of any page.

Pre-Purchase Account Balance: \$0

****FOR ADDITIONAL HELPFUL RESOURCES, PLEASE VISIT OUR: [VEHCS Help Page](#) for a step-by-step guide to using VEHCS and additional Quick Reference Guides.****

Accredited Veterinarians, please read the following to prevent delays in endorsement:

Where to find the Online Help Manual

The screenshot displays the USDA VEHCS Online Help Manual. The browser window title is "VEHCS Online Help - Google Chrome" and the address bar shows the URL "pcit-training.aphis.usda.gov/VEHCSHelp/index.html?welcome_to_vehcs.htm". The page content includes a "Welcome to VEHCS" section with a list of objectives: Creation, Review, Endorsement, Payment, and Printing. It also provides contact information for the PCIT Help Desk: E-mail: pcithelpdesk@usda.gov and Phone: 1-866-HLP-PCIT (1-866-457-7248).

Where to find the Quick Reference Guides

The screenshot shows the VEHCS website interface. At the top left is the USDA logo and text: "United States Department of Agriculture Animal and Plant Health Inspection Service". At the top right is "Veterinary Export Health Certification System (VEHCS)". Below the header is a grid of four images: a horse, chickens, a dog, and cows. To the right of the images is a grey box containing a notice: "**Notice**": All APHIS systems use the USDA eAuthentication security portal for application access. If you have problems logging in, you must call the APHIS eAuthentication Help Desk at [eAuthentication Contact Us](#) for assistance. Below the notice is the text "Welcome to VEHCS" and a "Log In" button. A red arrow points to the "Log In" button. Below the button are two links: "New to this site? Click here." and "Click here to add this page to your favorites." Below the grid is a green box with the title "Veterinary Export Health Certification System (VEHCS)" and a paragraph of text: "Animal and Plant Health Inspection Service (APHIS) is responsible for safeguarding agriculture and natural resources from the risks associated with the entry, establishment, or spread of animal and plant pests and noxious weeds. VEHCS system facilitates creation and endorsement of animal health certificates for export. It helps APHIS/VS to certify compliance with importing countries requirements, and to automate tracking and reporting of exported live animals." Below the text is a button labeled "VEHCS Certificate Viewer". At the bottom of the page is a blue bar with the text "USDA | APHIS | V" and a button labeled "VEHCS Help/Contact Us". A blue arrow points from the "USDA | APHIS | V" text to the "VEHCS Help/Contact Us" button.

Where to find the Quick Reference Guides

The screenshot shows the VEHCS Support page. At the top left is the USDA logo and the text "United States Department of Agriculture Animal and Plant Health Inspection Service". At the top right is "Veterinary Export Health Certification System (VEHCS)". Below this is a "VEHCS Support" header with a "Select a Topic" dropdown and a "Go" button. The main content area is divided into four columns: "Support", "Helpful Resources", "Important Links", and "About". The "Support" column contains a thank-you message and two bullet points: "For complete VEHCS online help: [VEHCS Online Help](#)" and "For step-by-step guidance for various functionality: [VEHCS Quick Reference Guides](#)". The "Helpful Resources" column contains a dropdown menu with "VEHCS Quick Reference Guides" highlighted by a blue arrow. Other items in the menu include "VEHCS Online Help", "Glossary", "Tips", and "Access the VEHCS Training System". The "About" column contains two sections: "PCIT Help Desk" with phone number "1-866-HLP-PCIT (1-866-457-7248)" and email "pcithelpdesk@usda.gov", and "eAuthentication Support" with text about account requirements and contact information for the APHIS eAuthentication Helpdesk (phone: 1-866-794-2827, email: aehd@usda.gov). At the bottom of the page are links for "USDA", "APHIS", "Veterinary Services", and "Export Information".

Where to find the Quick Reference Guides

USDA United States Department of Agriculture
Animal and Plant Health Inspection Service

Veterinary Export Health Certification System (VEHCS)

VEHCS Support

Support Training Important Links About

VEHCS Quick Reference Guides

These guides are provided in [Adobe Reader PDF](#) format.

VEHCS Quick Reference Guides
Simple guides, broken down by topic and user, to help you quickly understand the basics of using VEHCS.

<p>For Accredited Veterinarians, AV Support Staff, and Exporters</p> <ul style="list-style-type: none"> • Frequently Asked Questions (FAQ) <i>December 2019</i> • Accessing VEHCS for the First Time <i>September 2019</i> • Creating a Health Certificate <i>January 2018</i> • How To Utilize VEHCS - For Exporters, Accredited Veterinarians and AV Support Staff <i>December 2019</i> • Manage Account for AV Users <i>January 2018</i> • Accredited Veterinarian Health Certificate Upload <i>August 2018</i> • Re-issuing a Health Certificate <i>August 2019</i> • Printing a Completed Health Certificate <i>September 2018</i> • Accessing the Debit Transaction Report <i>November 2018</i> • Adding Funds to a Pre-purchase Account <i>March 2020</i> 	<p>For VS Personnel and Offices</p> <ul style="list-style-type: none"> • Internal VS Upload PDF Certificate <i>January 2018</i> • Manage Account and Access VEHCS for VS Users <i>January 2018</i> • Processing a Health Certificate <i>August 2018</i> • VMO Processing an AV Uploaded Health Certificate <i>August 2018</i> • Processing a Re-issued Health Certificate <i>August 2019</i> • Processing Payments in VEHCS <i>August 2018</i> • Searching for Certificates, Generating Copies, and How to Void a Certificate <i>August 2018</i> • Updating Certificate Fees <i>November 2018</i> • Accessing the Debit Transaction Report <i>November 2018</i>
<p>For All VEHCS Users</p> <ul style="list-style-type: none"> • VEHCS External Certificate Viewer <i>January 2018</i> 	

USDA APHIS Resources

USDA APHIS Pet Travel Website (PTW)

- Requirements for exporting and importing pets from and into the U.S., and interstate
- <https://www.aphis.usda.gov/aphis/pet-travel>

USDA APHIS International Regulations for Live Animal Exports (IRegs)

- For international movement requirements for non-pets
- <https://www.aphis.usda.gov/animalhealth/animal-exports>

USDA APHIS Import: Bring Live Animals into the United States

- For importing non-pet animals into the U.S. <https://www.aphis.usda.gov/aphis/ourfocus/animalhealth/animal-and-animal-product-import-information/imports/live-animal-imports>

VEHCS

- Log in to VEHCS here <https://www.aphis.usda.gov/vehcs>

USDA APHIS National Veterinary Accreditation Program

- For USDA Accredited Veterinarians to check their accreditation status <https://www.aphis.usda.gov/aphis/ourfocus/animalhealth/nvap>
- To find a USDA Accredited Veterinarian
 - <https://vsapps.aphis.usda.gov/vsps/public/VetSearch.do>

Do you still have questions?



Contact us!

USDA Endorsement Offices

<https://www.aphis.usda.gov/animalhealth/endorsement-offices>