Recording Information on Form FV-356



The necessary information for inspection of a lot is recorded on the "<u>Application for Inspection and Certificate of Sampling</u>" Form FV-356.

See the example of the FV-356 on the final pages of this instruction for locations on the form where information is recorded. Letter codes below align with the fields to be completed on the example.

- a. To be completed by USDA,
- b. Name, address and E-mail address of applicant,
- c. Name and address of receiver or buyer,
- d. Name of party requesting the inspection if other than the applicant,
- e. Contract or order number if applicable,
- f. Date available for sampling/inspection,
- g. Where and to whom the certificate and fee bill are to be mailed,
- h. Method of delivery of distribution,
- i. Type and name of product,
- j. Location of product where sampling is to take place and contact information for that location,
- k. Type of packing and packaging,
- l. Information on previous inspections of the same lot or portions of the lot (if applicable) including certificate numbers and area office where certified.
- m. Quality requirements of the receiver, if applicable.
- n. Additional requirement(s) of inspection request.
- o. Applies to "Unofficial Sample(s) Submitted by Applicant" only.

Check box to indicate. The requesting party should also complete the name and title of requestor and signature of requestor blocks on the Certificate of Sampling (reverse side) of the Application for Inspection.



p. Applies to Section 8e Import Product Inspection only.

The following additional information should be entered in this section:

Importer of record,

Date of entry,

Port of entry,

Name of vessel and voyage number,

Customs entry number,

Bill of lading number,

Broker's reference number,

FCE number,

Port of export,

Harmonized Tariff Code for the commodity being imported,

Container number, and

Country of origin of the product.

q. Applies to Export Certification only.

The following additional information should be entered in this section:

Port of export,

Port of entry,

Vessel name,

Voyage number,

Date of freezing,

Freezing temperature, and

Storage temperature of the product.

r. Lot number,

Size.

Description,

Number and type of containers in each case, and

Container code marks.



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REPRODUCE LOCALLY. Include form number and edition date on all reproductions. OMB APPROVED NO. 0581-0234 FV-356 (Example) U.S. DEPARTMENT OF AGRICULTURE APPLICATION HOUR AGRICULTURAL MARKETING SERVICE TAKEN BY (Initials) APPLICATION FOR INSPECTION AND CERTIFICATE OF (a) SAMPLING NAME AND MAILING ADDRESS OF APPLICANT (Include City, State, ZIP) NAME AND MAILING ADDRESS OF RECEIVER OR BUYER (Include City, State, ZIP) (c) (b) Enter your E-Mail Address here: IF REQUESTED BY OTHER THAN APPLICANT, SPECIFY NAME OF PARTY CONTRACTOR ORDER NUMBER DATE AVAILABLE FOR SAMPLING/INSP (e) (f) NOTE: Mark an "X" in appropriate blocks MAIL CERTIFICATE AND FEE BILL TO DISTRIBUTION INSTRUCTIONS (h) (g) ☐ OTHER (Specify) ☐ FAX ☐ USPS ☐ OVERNIGHT ☐ EXPRESS GROUND MAIL ☐ OTHER □ APPLICANT TYPE OF PRODUCT □ CANNED □ FROZEN □ DRIED □ DEHYDRATED □ OTHER LOCATION OF PRODUCT (Name, Address, and Phone) NAME OF PRODUCT (i) (j) TYPE OF CASE CASE MARKS (Specify in "Remarks" on reverse) ☐ OTHER (Specify) (k) □ SPECIAL □ NONE □ DOMESTIC □ COMMERCIAL FIELD OFFICE WHERE GRADED PRODUCT PREVIOUSLY GRADED □ YES (If "Yes", give Certificate Number; (I) REPORT RESULTS IMMEDIATELY AFTER GRADING TO QUALITY REQUIREMENTS OF RECEIVER (m) □ OTHER (Specify) ADDITIONAL REQUIREMENTS (Check all that apply) (n) □ Certificate of Date of Pack (Federal or State Agencies) ☐ "Officially Sampled" stamp on cases. Stamp this form when accomplished ☐ Condition of Container Examination (Federal or State Agencies) □ Checkloading Required Date: Attach Form AD-748 or 741

USDA Contracts—Country of Origin Certification and Traceability ☐ Unofficial Sample Submitted by Applicant. See terms and signature request on reverse side of this form Documents. (Plant Survey and Food Defense System Survey required) or (o) SECTION 8e IMPORT PRODUCT INSPECTION: Port of Entry Importer of Record Date of Entry Name of Vessel/Voyage No. Customs Entry No. Bill of Lading No. FCE No. Port of Export Country of Origin Broker's Reference No. Harmonized Tariff Code Container No. ☐ EXPORT CERTIFICATE (q) Date of Freezing Temp. °C. Storage Temp. °C. Port of Export Port of Entry Name of Vessel. Voyage No. Freezing ☐ OTHER: PLEASE SPECIFY IN REMARKS NO. AND TYPE OF LOT SIZE AND DESCRIPTION CODE MARKS IN LOT
☐ INK STAMPED ☐ INK JET ☐ OTHER CONTAINERS IN CASE LOT NO. SAMPLES □ EMBOSSED (r) ADDITIONAL SAMPLE UNITS FOR: ☐ ANALYTICAL ☐ USDA REVIEW ☐ MONTHLY REVIEW ☐ OTHER REMARKS: THIS IS TO CERTIFY that in compliance with the regulations of the Secretary of Agriculture governing the inspection of processed fruits and vegetables pursuant to the Agricultural Marketing Act of 1946, as amended, I have this day drawn samples believed by me to be representative of the lots described above. DATE ADDRESS OF SAMPLER OR FIELD OFFICE OFFICIAL SAMPLER PRINT AND SIGN NAME SAMPLING PRODUC DRIVING STAMPING CONDITION CHECKLOADING OTHER OVERTIME INISE DATE (HRS) (HRS) (HRS) (HRS) (HRS) EXAM (HRS) (HRS) HOURS (HRS) DIFF (HRS) INT

(OVER)



Recording Information on Form FV-356

(o)

CERTIFICATE OF SAMPLING THIS IS TO CERTIFY that in compliance with the regulations of the Secretary of Agriculture governing the inspection of processed fruits and vegetables pursuant to the Agricultural Marketing Act of 1946, as amended, I have this day drawn samples believed by me to be representative of the lots described below.						
CONTRACT	NUMBER		PURCHASE ORDER NUMBER			
NAME AND	MAILING ADDR	RESS OF APPLICANT (Include City, State, Zip)	NAME AND LOCATION OF WAREHOUSE (Include City and State)			
PRODUCT			SIZE AND KIND OF CONTAINI			
TYPE OF C	ASE (if cased)	□ CORRUGATED □ OTHER □ Tray Pack		NUMBER PER CASE		
CASE MARKINGS (if any)						
LOT NO.	NO. SAMPLES	CODE MARKS ~ EMBOSSED ~ INK STAMPED ~ INK JET ~ OTHER		NO. CASES	LOCATION IN WAREHOUSE	
REMARKS						
DATE	OFFICIAL SAMPLER PRINT AND SIGN NAME			ADDRESS OF FIELD OFFICE/INSPECTION POINT		
and belief, the	se containers are r	nection of the processed food products described in this application not from lots which have been previously inspected by the U.S. De	in accordance with the regulations of ti partment of Agriculture and are in no v	vay the subject of	controversy with any	government agency.
NAME AND TITLE OF REQUESTOR SIGNATURE OF REQUESTOR						

Information in this application will be used in connection with performing an inspection on the product described in this application (TCFR 52). According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid DMB control number. The valid DMB control number for this information collection is 6581-0234. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited abses apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

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FV-356 (Example) (Previous editions are to be destroyed)