

The necessary information for inspection of a lot is recorded on the "[Application for Inspection and Certificate of Sampling](#)" 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.

Recording Information on Form FV-356

REPRODUCE LOCALLY. Include form number and edition date on all reproductions.

OMB APPROVED NO. 0581-0234
FV-356 (Example)

U.S. DEPARTMENT OF AGRICULTURE AGRICULTURAL MARKETING SERVICE				APPLICATION TAKEN BY (Initials)		DATE		HOUR			
APPLICATION FOR INSPECTION AND CERTIFICATE OF SAMPLING				(a)							
NAME AND MAILING ADDRESS OF APPLICANT (Include City, State, ZIP)				NAME AND MAILING ADDRESS OF RECEIVER OR BUYER (Include City, State, ZIP)							
Enter your E-Mail Address here: (b)				(c)							
IF REQUESTED BY OTHER THAN APPLICANT, SPECIFY NAME OF PARTY (d)				CONTRACTOR ORDER NUMBER (e)		DATE AVAILABLE FOR SAMPLING/INSP. (f)					
MAIL CERTIFICATE AND FEE BILL TO				NOTE: Mark an "X" in appropriate blocks							
☐ APPLICANT ☐ OTHER (Specify) (g)				DISTRIBUTION INSTRUCTIONS (h)							
TYPE OF PRODUCT ☐ CANNED ☐ FROZEN ☐ DRIED ☐ DEHYDRATED ☐ OTHER NAME OF PRODUCT (i)				☐ FAX ☐ USPS ☐ OVERNIGHT ☐ EXPRESS GROUND MAIL ☐ OTHER LOCATION OF PRODUCT (Name, Address, and Phone) (j)							
TYPE OF CASE ☐ NONE ☐ DOMESTIC ☐ OTHER (Specify) (k)				CASE MARKS (Specify in "Remarks" on reverse) ☐ COMMERCIAL ☐ SPECIAL							
PRODUCT PREVIOUSLY GRADED ☐ NO ☐ YES (If "Yes", give Certificate Number, (l)				FIELD OFFICE WHERE GRADED							
REPORT RESULTS IMMEDIATELY AFTER GRADING TO ☐ APPLICANT ☐ OTHER (Specify)				QUALITY REQUIREMENTS OF RECEIVER (m)							
ADDITIONAL REQUIREMENTS (Check all that apply) (n)				(o)							
☐ 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) Attach Form AD-748 or 741				☐ Checkloading Required Date: _____							
☐ USDA Contracts—Country of Origin Certification and Traceability Documents. (Plant Survey and Food Defense System Survey required) or Plant Systems Audit				☐ Unofficial Sample Submitted by Applicant. See terms and signature request on reverse side of this form							
SECTION 8e IMPORT PRODUCT INSPECTION: (p)											
Importer of Record		Date of Entry		Port of Entry		Name of Vessel/Voyage No.		Customs Entry No.		Bill of Lading No.	
Broker's Reference No.		FCE No.		Port of Export		Harmonized Tariff Code		Container No.		Country of Origin	
EXPORT CERTIFICATE: (q)											
Port of Export		Port of Entry		Name of Vessel.		Voyage No.		Date of Freezing		Freezing Temp. °C.	
Storage Temp. °C.											
OTHER: PLEASE SPECIFY IN REMARKS											
LOT NO.		LOT SIZE AND DESCRIPTION		NO. AND TYPE OF CONTAINERS IN CASE		CODE MARKS IN LOT				NO. SAMPLES	
				(r)		☐ EMBOSSED ☐ INK STAMPED ☐ INK JET ☐ OTHER					
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					
DATE	DRIVING (HRS)	SAMPLING (HRS)	STAMPING (HRS)	CONDITION (HRS)	CHECKLOADING (HRS)	PRODUCT EXAM (HRS)	OTHER (HRS)	TOTAL HOURS	OVERTIME (HRS)	NIGHT DIFF (HRS)	INSP INT.

(OVER)

