



**SPECIALTY CROPS INSPECTION DIVISION  
REQUEST FOR INSPECTION**

**REQUEST FOR:** ☐ **INSPECTION** ☐ **REINSPECTION** ☐ **APPEAL INSPECTION**

(This is the only acceptable form for fax or electronic submission to USDA for requesting inspection services)

**NOTE: Fill in all appropriate blocks; blocks with “\*” must be completed. Inspection may be delayed because of incomplete information. Type of Inspection must be selected above.**

*Applicant's (Company) Name:		
*Street Address:		
*City, State & Zip:		
*Contact Person:		
*Phone Number:		
*E-Mail Address:		
Enter when different from Applicant:	*Shipper's Name:	
	City and State:	
	Receiver's Name:	
	City and State:	
*Location of Product(s):		

*Date:	
*Time:	

Type of Carrier:	
Type:	Car Number or License Number:
<input type="checkbox"/> Car:	
<input type="checkbox"/> Trailer:	
<input type="checkbox"/> Lot Inspection	

Applicant's P.O. Number:	

Lots Separated by (Optional):	*Inspection Requested For (Must select at least one):
<input type="checkbox"/> PLI Numbers	<input type="checkbox"/> Quality and Condition (including size when applicable)
<input type="checkbox"/> Grower Numbers	<input type="checkbox"/> Condition Only
<input type="checkbox"/> Size	<input type="checkbox"/> Size
<input type="checkbox"/> Other, Specify:	<input type="checkbox"/> Net Weight
	<input type="checkbox"/> Other, Specify:
Digital Images Requested: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Section 8e Import Requirements: Customs Entry Number: _____ Shipping Container Number: _____

Products To Be Inspected					
*Products	Brands/Marks	*Quantity	Type Container	*Size	Type/Variety
Remarks/Special Instructions:					

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 OMB control number. The valid OMB control number for this information is 0581-0125. The time required to complete this information collection is estimated to average 2 minutes per response, including the time for reviewing the instruction, searching existing data sources, gathering and maintaining data needed, and completing and reviewing the collection of information.

**Non-Discrimination Policy:** In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the State or local Agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at <https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint> and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Mail Stop 9410, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

USDA is an equal opportunity provider, employer, and lender.