Export Applicant

Submit a 9060-6 Application



Welcome to the Public Health Information System. In this demonstration, you will learn how to submit a 9060-6 application. I'll guide you through the steps of accomplishing this task.



Login to PHIS using your eAuth User ID and password and then click the Login button.



First, click on 9060 in the left menu of Export Applicant.

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Next, click Create Application.

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		Click the "house icon" of the	
PHIS Home Build# v6.2.6	_	desired establishment	

The Select Establishment page appears.

Click the house icon in the left column of the desired establishment.



The Select 9060-6 Export Application page appears. Select the Shipment Type from the dropdown.

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In the Application Type dropdown, select New.



Click Next.



The Exporter page appears. Look for your application number. In this example, number 151.

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Complete the required field, Company Name.



Complete the required field, Address Line 1. Note that Address lines 2 and 3 are optional.

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Complete the required field, City.

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Complete the required field, State/Province, by selecting from the dropdown.

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Complete the required field, Postal Code.



Notice the phone number field is optional.

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Click Next.



The Products Summary page appears. Click Add Product.



Scroll down to see entire form.

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The Products Summary page appears with the added product displayed in the grid.

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Complete the total net weight field. This number reflects the total weight of the products you are exporting.

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Select the appropriate certification statement based on the product being exported.

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Click Next.



The 9060-6 Shipment Information page appears.

Enter any applicable information. If this information is not available or necessary, then click Next.



The Access Control page appears. Click Next.



The Submit 9060-6 Application page appears. Scroll down to the bottom of the application.

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If applicable, enter text in the Required Statements for Export Certificate field.

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The newly created application appears in Submitted status.

This is the end of this exercise. You will now be returned to the introductory screen. Thanks for your interest in the Public Health Information System.