

INSTRUCTIONS FOR PREPARATION OF FSIS FORM 9010-1

Note: The information on the form can be typed or written to be completed by Applicant

1. **Submit Form:** Click the "Submit via E-mail" button at the bottom of the form or the form may be printed and scanned or saved as a .pdf and emailed to: USReturnedExports@fsis.usda.gov
For assistance, please call (202) 720-9904
2. **Export Certificate Number** - As identified on certificate and shipping cartons
3. **Applicant** - Information regarding applicant's company, including the company's address, phone number, and email address. Include the name of person filling out application (the applicant's representative)
4. **U S Port of Entry** - City and State of U S Port of Entry either entering sea or ground/air
5. **Estimated Date of Entry** - Estimated Date when the product is to arrive in the US (Month, Day, and Year)
6. **Originating Export Establishment** - Establishment number where export originated from
7. **U S Establishment** - Export Establishment Name and Address - Full address (street, city, state and zip code) where export originated from
8. **Date of request** - Date application is completed and submitted
9. **Product as labeled** - Species, Total Ship Weight and Product as described on Label or Export documents, e.g. "Beef Boneless Rounds"
10. **Marked Weight** - Total Shipment Weight in pounds
11. **No. of Cartons** - The numeric count of product returning
12. **Production Code** - Date produced or other production codes. Information in this field is not required if that information is unavailable.
13. **Shipping Marks** (Applied at Time of Export) - Export Stamp number
14. **Establishment No. on Product** - Producing establishment number of the returned product
15. **Ports Transited** - All ports visited by the shipment - leaving and returning to the U.S.
16. **Country Returned from** - Country product was exported to as listed on export certificate
17. **Reason for Return** - Reason product is returning the US (e.g. Refused for contamination, Returned because not up to specifications, etc.)
18. **Reinspection: Official FSIS Establishment** - The FSIS Establishment proposed for reinspection, should it be required, pending concurrence from the appropriate District
19. **Date** - Estimated date the shipment will arrive for reinspection (at the establishment listed in block 18)
20. **Comments/Remarks** - Comments by the applicant and/or FSIS personnel

BLOCKS 21 through 26 FOR FSIS PERSONNEL USE ONLY

21. **Reinspection Required** - Date and initials of the FSIS staff officer if shipment must be reinspected at location specified in block 18.
22. **Application Denied** - Date and initials of the FSIS staff officer if the shipment is denied entry in the US.
23. **Application Cancelled** - Date and initials of the FSIS staff officer if the shipment has been cancelled by the applicant.
24. **Released** - Date approved to move if reinspection is not required or acceptable results are reported by DO after reinspection.
25. **Signature of Staff Officer** - signature of FSIS staff officer completing the return.
26. **Date** - date final action is taken by the FSIS staff officer.