

# VS FORM 16-6A COMPLIANCE & DOMESTIC SHIPPING

## USDA APHIS VS FORM 16-6A – COMMON MISTAKES TO AVOID

### ✓ PERMITTEE AUTHORIZATION

- If the permit is issued to a **company or institution**, verify that the recipient is an **employee or authorized representative** of that organization.
- If the permit is issued to an **individual**, confirm that the **permittee named on the USDA permit** is the **same individual** listed as the end user on the sales order.
- *Identifier:* The location on the permit to identify whether the permit is issued to a company or an individual is the sentence in the bulleted section of the permit that reads “With the use of this permit I, [permittee name], Permittee...”
- *Why:* The USDA requires that the permit accurately reflects the actual recipient to ensure traceability and regulatory compliance.
- *Tip:* Internal transfers within the same company are typically allowed under a company-wide permit, but external transfers are not.

### ✓ ADDRESS CONSISTENCY

- The **shipping address on the sales order** must **exactly match** the address listed on the permit, including suite numbers, ZIP codes, and formatting.
- *Why:* USDA permits are location specific, including suite numbers, ZIP codes, and abbreviations. Any mismatch can result in shipment delays or regulatory violations.

### ✓ ORGANISM/PRODUCT MATCH

- You may request a broad range of materials to be authorized to import or transport, including:
  - Very broad – “U.S. Origin Livestock and Poultry Pathogens”
  - At the genus/species level – Example: *Pseudomonas paraeruginosa*
  - Very specific – Example: ATCC Catalog 9027 (*Pseudomonas paraeruginosa*)
- The decision to be very broad or very specific is a company decision that is based on whether you intend to order more USDA permitted items throughout the year.
- *Tip:* If you choose to file a more specific permit, even minor differences (e.g., strain variants or abbreviations) can invalidate the permit for that shipment. Ensure all items are clearly and completely listed on both documents using consistent terminology.

### ✓ SHIPPERS LISTED

- You may request “Various shippers within the UNITED STATES” **or** list ATCC specifically as the shipper.
- The decision to be very broad or very specific is a company decision, based on whether you intend to order more USDA permitted items from other vendors.
- *Tip:* If you chose to file while listing ATCC as the shipper, please list our address as 10801 University Blvd, Manassas, VA 20110.

## ✓ PERMIT VALIDITY WINDOW

- The **permit expiration date** must be at least **5 calendar days after the planned shipping date** to allow for unexpected delays.
- Only submit final, approved permits with all required signatures and USDA authorization.
- *Why:* Shipments made under an expired permit are not legally compliant and may be rejected or confiscated.

## ✓ INTRASTATE

- Customers in Virginia do not need a permit to receive products from our Manassas, VA, site.
- Please contact [spemits@atcc.org](mailto:spemits@atcc.org) to inquire about the requirement to file for a permit prior to application to the USDA.

# DOMESTIC TRANSPORT RESTRICTIONS (INTERSTATE) UNDER VS FORM 16-6A

## ✓ DOMESTIC SHIPMENTS

- When transporting controlled materials, organisms, or vectors **between U.S. states or territories**—the same general rules apply as for imports.
- According to **9 CFR §122.2**, **you must obtain a permit** to transport any **regulated organisms or vectors** from one U.S. state or territory to another.

## ✓ YOU NEED A PERMIT IF YOU ARE SHIPPING:

- **Pathogenic organisms** (bacteria, viruses, fungi, protozoa, TSE agents) that affect livestock or poultry.
- **Vectors** (e.g., insects, ticks, mites, or infected lab animals).
- **Animal products or by-products** that could carry disease.

## IMPORTANT NOTES:

- The **recipient** (not the sender) must hold the valid VS 16-6A permit.
- The permit will specify **approved shipping methods, packaging, and receiving facilities**.
- You must comply with **biosafety and containment** requirements listed in the permit.
  - Read the entire permit carefully and comply with all listed conditions, i.e., special conditions or restrictions listed on the permit (e.g., handling, disposal, or containment).

## RESOURCES:





[Frequently Asked Questions: Importation  
and Transportation of Organisms](#)



[Organism and Vectors Guidance and Permitting |  
Animal and Plant Health](#)

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ShipFAQ-072025-v01

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