Transfer record for horticulture exports

This template is to record the secure and traceable movement of horticulture goods for export as required under the Guideline: **Management of phytosanitary security for horticulture exports.**

**Part A – Dispatch**

Name of the dispatching property: .................................................................................................................................

Accreditation/registered establishment number of the dispatching property (if applicable): .............................

Dispatching property street address: .................................................................................................................................

Suburb/town/city: .......................................... State/territory: ............... Postcode: .................................

Date of dispatch: ................................ Time of dispatch: .................................................................................................

Description of the goods to be transported:

<table>
<thead>
<tr>
<th>Grower name</th>
<th>Farm accreditation number (where applicable)</th>
<th>Goods</th>
<th>Type/variety</th>
<th>Quantity (number of packages)</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

Total

Note: Add more fields to the table above as required.

Country of final destination (if known): .................................. RFP number (if known): ..........................

Vehicle type: ................................................................. Vehicle identification number: ..........................

Pantech/container seal number (if applicable): ........................................................................................................

Where the phytosanitary status of the goods was attained?

(Select multiple options if applicable)

- [ ] Pest-free area
- [ ] After harvest (free of specific pest)
- [ ] After harvest (in-field controls)
- [ ] On completion of treatment
- [ ] After export inspection

Detail any conditions that apply to the goods: ..............................................................................................................

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What is the phytosanitary security method used during transport?

☐ Secure packaging (carton level)  ☐ Secure packaging (pallet level)

☐ Isolation by physical barrier  ☐ Insect-proofed space

Declaration by the person completing the record on dispatch:

Goods were dispatched with phytosanitary security method in place as described in Part A of this record: ☐

Name: ................................................................. Signature: .................................................................

Date: ............................................................................. Time: ..................................................................

Part B – Receival

Name of the receiving property: ..............................................................................................................

Accreditation/registered establishment number of the receiving property: ...........................................

Receiving property street address: ...........................................................................................................

Suburb/town/city: .................................................. State/territory: ....................... Postcode: .................

Date of receival: .................................................. Time of receival: ..................................................

Vehicle type: ........................................................ Vehicle identification number: ..................................

Pantech/container seal number (if applicable): .........................................................................................

Declaration by the person completing the record on receival:

The same amount of goods were received with the phytosanitary security method in place as described in Part A of this record: ☐

The amount received was not the same as detailed in Part A of this record: ☐

Phytosanitary security was not in place for the goods at arrival (non-compliance): ☐

Provide further information of the goods’ phytosanitary status at arrival (only for non-compliance):

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Name: ................................................................. Signature: .................................................................

Date: ............................................................................. Time: ..................................................................

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