



NOTICE TO THE WILDLIFE IMPORT/EXPORT COMMUNITY



November 6, 2012

Subject: Low Risk Fee Exemption Program

Background: On October 26, 2012, the U.S. Fish and Wildlife Service published an [interim rule](#) that provides an exemption from the designated port base inspection fee for businesses meeting certain criteria. This rulemaking recognizes that our current inspection fee schedule (adopted in 2009) may have placed an undue economic burden on businesses that exclusively trade in small volumes of low-value non-Federally protected wildlife parts and products. We have created a user fee exemption program as an interim measure while we work on a new economic analysis and determine any changes needed to the current user fee structure.

Action: *Effective October 26, 2012*, businesses may request to participate in the low risk user fee exemption program. To qualify for the program, a business and all of its wildlife import and export shipments must meet all of the following criteria:

- The wildlife does not require a permit or certificate under 50 CFR Parts 15, 17, 18, 20, 21, 22, or 23 or is listed as injurious under 50 CFR Part 16;
- The wildlife is not live;
- Each shipment contains 25 or fewer wildlife parts or products;
- Each shipment contains wildlife parts or products valued at \$5,000 or less;
- The business has not been assessed a civil penalty, issued a notice of violation, or convicted of any misdemeanor or felony violation for any wildlife import/export violation; and
- The business has had no more than 2 shipments that were refused clearance in the 5 years prior to the submission of the request to participate.

Businesses must make the request to participate through [eDecs](#). We will review your request to ensure you meet the criteria and notify you of our determination by an eDecs generated e-mail. The eDecs Filer Account must indicate the owner or principal officer name as shown on the business's Import/Export License, the Import/Export License number of the business and certify the following:

I certify that I will exclusively import and export non-living wildlife parts and products that do not require a permit or certificate under 50 CFR Parts 15, 17, 18, 20, 21, 22, or 23 or are listed as injurious under 50 CFR Part 16.

I certify that each of my wildlife shipments will be valued at \$5,000 or less and contain 25 or fewer wildlife parts or products.

Approved companies must file all declarations and accompanying documents electronically using eDecs and the eScan program (eScan includes the electronic interface with Fed-Ex and UPS). Any approved business that fails to meet the criteria after approval must pay designated port base inspection fees and will lose eligibility for the program. All other import/export requirements must be met, including licensing and port exception permit requirements and fees.

Contact:
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