	Application Procedure to Import a Pet into Belize		
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1 Purpose

This document outlines the Belize Agricultural Health Authority's (BAHA) Procedure for importation of pets into Belize.

2 Scope

This procedure is applicable to all persons importing a pet or pets into Belize.

3 Responsibilities

- 3.1 The Animal Health Director shall be responsible for managing this procedure.
- 3.2 All Import Permit Officers shall ensure compliance with these procedures prior to the issuance of any valid import document.
- 3.3 Quarantine Inspectors at the respective points of entry in Belize shall ensure compliance with import requirements and receipt of payments for all applicable fees.
- 3.4 All Clients importing a pet into Belize shall be required to comply with Belize's import requirements, which shall be stated either on the Import document or as notes attached to such official documents including payment of all applicable fees.


4 Definitions

Valid Import Permit: an official sanitary or phytosanitary document issued by the competent authority allowing the importation of a restricted article into Belize under specific sanitary or phytosanitary conditions.

Import Requirements: Import requirements or sanitary or phytosanitary measures are those specific details which the competent authority requires of the importer to ensure that at the point of importation, the restricted article poses minimal risk to Belize. These requirements may take the form of inspection procedures, application of specific treatments, vaccinations or any other measure as may be deemed necessary. The competent authority may also require specific documents to be presented with attestation language from competent authority of the exporting country. Those documents may be International Veterinary Certificates, Health Certificates or Vaccination Certificates just to mention a few.

5 Procedures

- 5.1 Persons interested in importing a pet into Belize shall submit their completed application form to BAHA for processing. The application form may be submitted to any BAHA office or to the SPS Enquiry Point in person or as a PDF document via electronic correspondence.

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- 5.2 Applications can be submitted for a **Valid import Permit** which is **valid for 90 days**, can only be **used once**, and has a processing fee of \$50.00 Belize dollars or \$25.00 USD. The Import Permit can be issued **for more than one animal of the same species**, for example, persons may import up to 10 dogs on the same import permit.
- 5.3 If an application is made for a **pet passport**, which is **valid for a year** and **allows for multiple entries** into Belize, the application process has a fee of \$100.00 Belize dollars or \$50.00 USD. The pet passport can only be used for **one pet**, that is, one single animal.
- 5.4 The timeframe associated with receipt and issuance of a Valid Import document is approximately five (5) working days.
- 5.5 An inspection fee for the pet also applies. The applicable fee is twenty (\$20.00) Belize dollars.
- 5.6 All fees are payable upon entry. Upon receipt of payment an official BAHA receipt shall be issued.
- 5.7 A notification has to be sent to BAHA at least 48 hours prior to arrival on your intended date, time of arrival and point of entry. This is to allow for your original import permit or import document to be sent by the Animal Health Department to the Quarantine Office, where officials will be responsible for ensuring that you comply with Belize's import requirements.
- 5.8 Failure to comply with import requirements result in fines/penalties being applied.
- 5.9 All completed application forms need to be sent to the Animal Health Department at animalhealth@baha.org.bz for processing.

6. Document/References

BAHA Act Chapter 211 of the Substantive Laws of Belize, Revised Edition 2000-2003
BAHA Importation Manual

7. Records

- Document 1: Application to Import Animals, Animal Products, Biologics, Animal Feed and Veterinary Drugs into Belize (this is the form which clients are requested to complete and submit to BAHA for processing)
- Document 2: Permit to Import Live Animals (Valid document issued by BAHA to import animals into Belize)