

Form 16 – Regional Administrator Contact and Fees
CWD Voluntary Herd Certification Program

When submitting your application, the following protocol applies:

Hourly Fee	\$62.50 + HST = \$70.62
Is there a minimum annual fee when I submit my file?	Yes, two hours.
Is there a maximum annual fee?	No, all time spent on your file is billable at the hourly rate for processing time exceeding 2 hours, billed in 30-minute segments.
Payment is due when?	You must submit \$141.25 with your annual report. All additional time will be invoiced to you by the Canadian Sheep Federation.
Who do I make my cheque payable to?	The Canadian Sheep Federation
Where do I mail my file? <i>*Be sure to keep a back-up copy in case your file is lost in transit.</i>	The Canadian Sheep Federation PO Box 10 Williamsburg, ON K0C 2H0
Who is my contact person?	Status Assessor Phone: 1-888-684-7739 Fax: 613-652-1599 E-mail: cwd@cansheep.ca
What happens to my file when the CSF receives it?	The status assessor will review your file for accuracy and completeness.
What happens when the status assessor thinks everything is in order and complete?	The status assessor will update the Canadian Food Inspection Agency on the status of your file and request certification advancement in the Chronic Wasting Disease Herd Certification Program.
What if the status assessor thinks my file is incomplete?	You will be contacted with a request for the missing information.
To get a list of herds on the Chronic Wasting Disease Herd Certification Program and their status levels, please visit: http://www.inspection.gc.ca/animals/terrestrial-animals/diseases/reportable/cwd/herd-certification/eng/1330187841589/1330187970925	