



## MINISTRY OF AGRICULTURE, LAND & FISHERIES

Plant Quarantine Service, Research Division, Central Experimental Station Centeno, via Arima  
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### Guidelines for obtaining and using the Plant Quarantine Import Permit

1. An import permit is required for the importation of plant material.
2. Manual Import Permit (IP) application forms are available at any Plant Quarantine (PQ) offices; it should be fully completed and submitted to the PQ office at Centeno at least one month in advance of any importation. Permits can also be accessed online via [www.ttbizlink.gov.tt](http://www.ttbizlink.gov.tt)
3. If an import permit is issued, it would detail the conditions under which the material would be allowed entry into Trinidad and Tobago (T&T). Therefore material should **NOT** be shipped before an IP is obtained.
4. The IP should be carefully read to determine whether permission was given for all the items requested and to note any special conditions (eg. certification, treatment) that might be required.
5. If you do decide to proceed with the importation, a copy of the IP should be sent (with the order) to the exporter; so that the exporter might comply with the conditions of entry. If the condition of entry cannot be met, the goods should **NOT** be imported. Attempts can be made to renegotiate the conditions on the IP.
6. If the IP expires, it is no longer valid and your goods may be refused entry. You should contact the PQ office at Centeno before the permit expires.
7. Your permit specifies the types of plant material to be imported and the country of Origin. It is illegal to import material that is not listed on the IP, or to import material from countries which are not listed on the permit.
8. The IP issued to you should not be destroyed, altered or defaced in anyway. Such action is an offence under the Plant Protection laws of Trinidad & Tobago. It is your responsibility to ensure that the law is not infringed.
9. The IP must be presented to the PQ officer to obtain clearance of your material upon arrival.