



**OREGON
DEPARTMENT OF
AGRICULTURE**



Christmas Tree Shipping Guide

The Christmas Tree Program was founded in 1985 to facilitate the shipping of trees across state lines and abroad. Our program horticulturists are authorized to inspect licensed grower’s operations for new and common pests and diseases which affect quality and marketability of Christmas trees.

Christmas tree growers in Oregon planted an estimate 32,434 acres in 2020.

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Introduction

This guide provides information on the requirements to ship cut Christmas trees to states and territories of the United States, and to selected foreign countries. The Oregon Department of Agriculture (ODA) personnel provide inspections and certifications.

New for 2022

- Shipping permits are being issued electronically by ODA inspectors. The stickers issued in the past are available upon request.
- E-phytosanitary certificates (PCIT) are now being used for shipments to Mexico. Ask your ODA inspector for more information.
- **Exporting cut Christmas trees to Mexico:** Prior to contacting ODA horticulturists for field inspections growers should scout for signs and symptoms of Douglas-fir weevil and other significant quarantine pests. Please notify the inspector in your area as to the scouting results.

Reminders

- Oregon requires pre-notifications of all incoming Christmas trees and cut branches. See page 2 for the complete rule. Please help ODA spread the word.
- ALL shipments to North Carolina require a pre-notification to be sent to: Joy.Goforth@ncagr.gov. Please include copies of shipping certificates and invoices.
- Contact the department to arrange field inspections prior to harvest and certification. We ask that you provide at least five days advance notice before the actual shipping date when requesting certificates. Requests need to be scheduled as far in advance as possible.
- Be mindful that destination shipping requirements are subject to change. Shipping to foreign countries and a few domestic destinations require an electronically filed application using the phytosanitary certification issuance and tracking system (PCIT), see p. 20
- For states that require phytosanitary certificates, such as Hawaii, PCIT certificates will be used.
- All shipments require shipping permits. **Do not confuse a shipping permit with a phytosanitary certificate.**
- Only a few destinations require phytosanitary certificates. Christmas tree brokers must submit a list of all growers and growing locations from which Christmas tree harvest and shipping will occur to ODA Nursery and Christmas Tree Program.
- Please send all completed applications and agreements to our main office:

By mail: Kara Mills
Oregon Department of Agriculture
Attn: Nursery & Christmas Tree Program

635 Capitol St. NE, Salem, OR 97301-2532

By E-mail: kara.mills@oda.oregon.gov

By Fax: 503.986.4786

PRE-NOTIFICATION OF IMPORTED CHRISTMAS TREES (OAR 603-054-00850)

(1) **Recipients of Christmas trees and cut evergreen branches imported into the state of Oregon from any out-of-state source are required to notify the Oregon Department of Agriculture.** Notification shall be via mail, FAX or e-mail to: Nursery Program Supervisor, Plant Division, Oregon Department of Agriculture, 635 Capitol St. NE, Salem, OR 97301; FAX 503-986-4786; quarantine@oda.state.or.us.

(2) For purposes of this section, "Christmas tree" is as defined in ORS 571.505 (2).

(3) For the purposes of this section, cut evergreen branches are defined as cut branches of any evergreen tree in the genera of *Abies*, *Pinus* or *Pseudotsuga*. It does not include cut branches in wreaths or in other manufactured products.

(4) Notice under (1) of this section in advance of arrival of the shipment **is required and must be no later than two business days (Monday through Friday) prior to its arrival. Notification shall include the species of Christmas tree(s) or cut evergreen branches, origin, quantities, source, and recipient's contact information. Copies of regular shipping documents, e.g. load lists, with this information is required.** ODA may approve alternative notification systems if such systems allow ODA at least one business day to determine if an inspection is necessary.

(5) ODA will contact the recipient of the Christmas tree(s) or cut evergreen branches within one business day of receipt of notification if the Christmas trees or cut evergreen branches must be held for inspection in order to prevent the introduction or spread of dangerous insects or other plant pests as provided in ORS 570.305. Recipients are not obligated to hold the imported Christmas tree(s) or cut evergreen branches for inspection unless contacted directly by an ODA inspector, except that the imported Christmas tree(s) or cut evergreen branches must not be sold or distributed to untraceable buyers, e.g. final consumers, for two business day after notifying ODA.

(5) No person shall knowingly offer to sell Christmas tree stock or cut evergreen branches that are infected or infested with dangerous pests as provided in ORS 570.575. Failure to comply with this section may result in the penalties provided in ORS 571.995.

Statutory/Other Authority: ORS 570.305

Statutes/Other Implemented: ORS 561.190

History:

[DOA 15-2020, minor correction filed 07/27/2020, effective 07/27/2020](#)

[DOA 8-2020, adopt filed 06/09/2020, effective 06/09/2020](#)

Exporting? Plan Ahead!

Sending Christmas trees to foreign countries or U.S. territories overseas? If so, please follow the guidelines below for a hassle-reduced shipping season.

- Notify your ODA inspector in your area if you are planning on shipping by sending a completed Christmas tree certification request form to ODA (page 15). Be sure to provide the following information:
 - Location where they are shipping,
 - approximate date of shipment,
 - species of trees,
 - location of field using aerial photos (be specific; i.e. what part of the field if only a section is to be cut and shipped).
- If growers are shipping domestically and need shipping permits, call ahead of time and inspection and results will be completed in a timely manner.
- Determine the import requirements for the destination country or territory. Ask your ODA inspector for the most current information, or refer to the appropriate section in this document. Be aware that information provided by the customer is not always accurate.
- Obtain any necessary import permits from your host country contact (buyer or broker). Provide ODA with a list and maps of the plantations from which your Christmas trees for export will be harvested, as well as a list of the countries and territories to which the trees will be shipped. Trees will then be inspected in the field, ideally in September and early October, to determine if they meet the host country's import requirements.
- Submit your requests for Phytosanitary Certificates through the PCIT online certification system. Requests should be made a minimum of two days in advance. See page 20 for more information.

Per your request ODA inspectors will gladly inspect fields of non-export Christmas trees.

SHIPPING REQUIREMENTS

TO WITHIN THE UNITED STATES AND U.S. TERRITORIES

All bills of lading, invoices, and bills of sale should include county of origin, as well as, the name and address of the shipper. All shipments of Christmas trees grown in Oregon are required by Oregon law to be accompanied by a shipping permit.

Arizona—Oregon Christmas tree shipping permit required.

California—Oregon Christmas tree shipping permit required.

1. County of origin and species of Christmas tree (*Pseudotsuga menziesii*, *Abies grandis*, etc.) must appear on shipping documents. Mail-order Christmas trees shipped to customers in California, via US Mail, UPS, Federal Express, etc., must have the county of origin and species of Christmas tree clearly marked on the outside of each shipping carton. The best location for the county of origin is on the shipping label or adjacent to the label.
2. All shipments that include pine species destined for California must be accompanied by a European pine shoot moth (EPSM) certificate. These certificates are only available for growing grounds that have been trapped during the 2022 trapping season. Contact your area horticulturist for additional information. Only certificates dated 6/1/22 to 5/31/23 are valid and may be obtained for eligible growing locations by calling the department horticulturist for your area at 503-986-4644.
3. Shipments of EPSM uncertified pine Christmas trees may be shipped through California to other states provided the name and complete address of the consignee are present on the invoice, bill of sale, or bill of lading and the Christmas trees are shipped in a closed van.
4. Cut Douglas fir (*Pseudotsuga menziesii*), Grand fir (*Abies grandis*), and White fir (*Abies concolor*) from Curry county must be certified free of *Phytophthora ramorum*.

Delaware—Oregon Christmas tree shipping permit is required.

Florida—Signed Exotic Phytophagous Snail Compliance Agreement (form, page 18) with the ODA. The deadline for signing and returning the compliance agreement to the Department of Agriculture is October 15, 2022. In addition, a European brown garden snail certificate is required.

Hawaii—State phytosanitary certificate required.

1. Containers must be free from soil and debris and care must be taken to prevent contamination of Christmas trees and containers with soil during storage and loading procedures.
2. Trees shipped to Hawaii must be shaken to qualify for certification. An ODA Shaking Compliance Agreement is required. 100 percent of the trees in the consignment may receive mechanical shaking (motor or PTO driven shaking unit). Each unbound tree shall be mechanically shaken for a period of time sufficient to dislodge any “hitch-hiking” insects and other contaminants, and/or until most of the dead needle fall is eliminated. If no live yellow jacket (*Vespula* spp.), snails and slugs were found during examination, the entire lot of trees can be allowed for shipment to Hawaii and be certified as being “apparently free of live yellow jacket (*Vespula* spp.), snails and slugs”; or if one or more live yellow jacket (*Vespula* spp.), snails, or slugs were found during examination, the entire lot of trees shall be considered “infested” and shall not be certified for shipment to Hawaii under this protocol.
3. Each containerized shipment of trees shall be accompanied by a valid phytosanitary certificate that has been issued at the point of origin by an ODA inspector. The certificate shall be conspicuously affixed or located on the inside door panel of the container and shall contain the following added declarations: A) 100 percent of the trees have been mechanically or manually shaken; B) The trees have been grown and originate from an area free of gypsy moth and sudden oak death; and C) The shipment is apparently free of yellow jackets (*Vespula* spp.), snails, slugs, and other detrimental pests.
4. Port of Entry Inspection Procedures: Any and all containers will be inspected at the port of Oahu Honolulu by the Hawaii Department of Agriculture (HDA). If no certificate is provided at the inspection, the HDA has the authority to reject the shipment, submit it for treatment at the owners’ expense, or recondition the shipment by 100 percent mechanical shaking, also at owners’ expense. The shipment may be refused entry if the owner does not wish to comply with treatment or reconditioning of trees.

Guam and other Pacific Trust Islands— Same shaking requirements as Hawaii (see above). Guam does not have a quarantine pest list. All containers arriving in Guam are subject to methyl bromide treatment. Contact your ODA inspector for more details as an import permit may be needed. Phytosanitary certificate must indicate that the required shaking was performed as required.

North Carolina—Signed Exotic Phytophagous Snail Compliance Agreement with ODA. The deadline for signing and returning the compliance agreement to the Department of Agriculture is October 15, 2022. A European brown garden snail certificate is required. In addition, pre- notification is required. Fax notification to 919-733-1041.

Oregon—The Oregon Christmas tree law requires that a shipping permit accompany each shipment of Oregon grown Christmas trees. Living “balled and burlapped,” potted, or containerized trees are regulated as nursery stock and require a nursery license.

Puerto Rico—Oregon state phytosanitary certificate is required. Additional declaration: The Christmas trees in this consignment are free from pine shoot beetle, *Tomicus piniperda*. All shipments are inspected on arrival. If any actionable pests are found, the trees will be fumigated, rejected, or destroyed at the option of the exporter. To avoid the possibility of rejection, it would be advisable to process the trees with a mechanical shaker.

Virginia—Signed Exotic Phytophagous Snail Compliance Agreement with ODA. The deadline for signing and returning the compliance agreement to the Department of Agriculture is October 16, 2022. In addition, a European brown garden snail certificate is required.

FOR INTERNATIONAL EXPORTS

Aruba—No known requirements, but certificates can be issued.

Canada—Canadian customs invoice required. Shipments must be accompanied by documents verifying their origin. From all counties in Oregon except Curry County, true fir (*Abies* spp), and Douglas fir (*Pseudotsuga menziesii*) Christmas trees are unrestricted between November 1 and January 31. Between February 1 and October 31 an Import Permit and Phytosanitary Certificate are required. For fresh pine wreaths, the state of origin must be specified. Cut Christmas trees from Curry County require an Import Permit and Phytosanitary Certificate.

Costa Rica—Federal phytosanitary certificate and import permit are required. Trees and containers must be free of soil. Do not certify unless an import permit is presented.

El Salvador—Federal phytosanitary certificate and import permit required. Trees and containers must be free of soil.

Guatemala—Federal phytosanitary certificate and import permit required. Trees and containers must

be free of soil.

Hong Kong—Federal phytosanitary certificate and import permit are required. Trees and containers must be free of soil.

Japan—Federal phytosanitary certificate is required. Trees and containers must be free of soil. Shipments infested with pests on arrival may be fumigated, refused entry, or destroyed.

Korea—Federal phytosanitary certificate is required. Pine prohibited. Douglas fir is prohibited from Curry county. Trees and containers must be free of soil. Additional declaration, “This shipment was inspected and found free of *Phytophthora ramorum*.” The county and state of origin must be noted on the PC.

Mexico—A federal phytosanitary certificate issued by ODA is required for all Christmas trees shipped to Mexico. Mexico’s shipping regulations do not require you to obtain an import permit in order to ship *Pseudotsuga menziesii*, *Abies* spp., or some *Pinus* spp., including *Pinus nigra* (Austrian pine) and *P. sylvestris* (Scotch pine). All other Christmas trees, including 25 species of *Pinus* (ones that are carriers of pine blister rust, *Cronartium ribicola*, are prohibited and require an import permit, see below for complete listing).

Prior to contacting ODA horticulturists for field inspections, growers should scout their fields for signs and symptoms of Douglas-fir weevil and other quarantine pests. Please notify the inspector in your area as to the scouting results. Exporters should provide their ODA inspectors with a list of fields to be inspected well in advance of shipping. Inspectors will determine which fields are eligible for certification based on results of inspections for quarantine and non-quarantine pests. The tolerance level for non-quarantine pests is generally an infestation rate of two percent (2%) or less of the trees.

If you plan to ship Christmas trees to Mexico this year, you will need to sign a compliance agreement ensuring the trees you are shipping meet Mexico’s shaking and treatment requirements. The following conditions must be met:

1. Federal phytosanitary Certificate issued at the state and county of origin, which includes the complete name of the plantation from where the consignment is coming from as well as the following additional declaration:

“The trees of this shipment have been inspected, chemically treated, shaken with a mechanical shaking process, and have been found free of quarantine pests for Mexico in accordance with the NOM-013-SEMARNAT-2020.”

The quantity of trees listed on the phytosanitary certificate must be as close to the quantity listed on the invoice as possible.

2. Christmas trees intended for export to Mexico must have a pest control program. A pesticide treatment is required 3 to 6 weeks prior to harvest using one of the following insecticides in accordance with doses recommended on the label: Esfenvalerate (8.4% active ingredient)- Dupont Asana XL, EPA Reg. No. 59639-206, S- FenvaloStar (LG International), EPA Reg. No. 71532-21-73006, S-FenvaloStar (LG Life Science America), EPA Reg. No. 71532-21-91026, or Zyrate Insecticide (Rotam North America) EPA Reg. No. 71532-21-83979.

3. Christmas trees shipped to Mexico must be free (zero tolerance) of the following pests:

Insects:

Barypeithes pellucidus (Juniper root weevil); *Choristoneura fumiferana* (Spruce budworm), *Choristoneura occidentalis* (Western spruce budworm,) *Contarinia constricta* (Douglas-fir needle midge), *Cylindrocopturus furnissi* (Douglas- fir twig weevil), *Diprion similis* (Pine sawfly), *Lymantria dispar* (gypsy moth)*, *Otiorhynchus rugosostriatus* (rough strawberry weevil); *Orgyia pseudotsugata* (Douglas-fir tussock moth), *Paradiplosis tumifex* (Balsam gall midge), *Pissodes stobi* (White pine weevil), *Rhyacionia buoliana* (European pine shoot moth), *Tomicus piniperda* (Pine shoot beetle), *Vespula germanica* (European wasp).

*Christmas trees coming from plantations located in the counties where the NPPO of Canada and the U.S., report presence of *Lymantria dispar*, in accordance with the listings specified in Annex 1 of the existing regulation, whose up-to-date information can be found under the terms outlined in this annex, are not allowed to be imported.

Mites:

Nalepella ednae (Eriophyid mite), *Epitrimerus pseudotsugae* (Eriophyid mite)

Disease:

Cronartium quercum var. *fusiform* (Pine stem rust), *Cronartium ribicola* (White pine blister rust)*, *Diaporthe lokoyae* (Phomopsis canker), *Grovesiella abieticola* (Grovesiella canker), *Lophodermium seditiosum* (Lophodermium needle cast), *Phomopsis lokoyae* (Phomopsis canker), *Phytophthora ramorum* (Ramorum blight), *Rhabdocline pseudotsugae* (Rhabdocline needle cast), *Rhabdocline weirii* (Rhabdocline needle cast)

*** The following species of *Pinus* are prohibited because they are carriers of White pine blister rust (*Cronartium ribicola*):** *Pinus albicaulis*, *P. aristata*, *P. armandii*, *P. ayacahuite*, *P. balfouriana*, *P. cembra*, *P. dalantensis*, *P. fenzeliana*, *P. flexilis*, *P. griffithi*, *P. himekomatsu*, *P. koraiensis*, *P. lambertiana*, *P. monticola*, *P. morrisonicola*, *P. parvifolia*, *P. peuce*, *P. pentaphylla*, *P. pumila*, *P. reflexa*, *P. sibirica*, *P. strobiformis*, *P. strobus*, *P. wallichiana*, *P. wangii*.

4. The trees must be free of dead branches, twigs, and yellow or red needles caused by pests or diseases.
5. The trees must be mechanically shaken for at least 15 seconds at a minimum of 700 revolutions per minute before transport. An ODA Shaking Compliance Agreement (form, page 13) is required.
6. The trees must be without roots and soil and not painted.
7. Trees must enter Mexico at one of the approved 'points of entry' listed below. If a specific point of entry is known, it can be listed on the phytosanitary certificate. In this case, the shipment must cross at the 'point of entry' listed on the certificate. If the point of entry is not known or is uncertain, the point of entry should be listed as 'Mexico' on the certificate. If Mexico is listed as the point of entry on the certificate, the shipment may cross at any of the approved points of entry. Approved points of entry include: Acapulco, Gro., Agua prieta, Son., Altamira, Tam., Cd. Hidalgo, Chia., Cd. Juarez, Chih., Cd. M. Aleman, Tam., Ciudad Acuna, Coahuila, Coatzacoalcos, Ver., Columbia, NL, Ensenada, BC, Lazaro Cardenas, Mich., Manzanillo, Col., Matamoros, Tam., Mazatlan, Sin., Merida (Progreso, Yuc., Mexicali, BC, Mexico City, DF, Nuevo Laredo, Tam., Nogales, Son., Ojinaga, Chih., Piedras Negras, Coah., Reynosa, Tam., Salina Cruz, Oxa., San Luis. R. c., Son., Subtenente Lopez, QRoo, Tampico, Tam., Tecate, BC, Tijuana, BC, Topolobampo, Sin. and Veracruz, Ver.

Palau—Federal phytosanitary certificate and import permit required. Trees and containers must be free of soil.

Panama—Import permit and federal phytosanitary certificate are required. For *Abies* spp. an extensive additional declaration is required. The commodity must be free of soil and should be packed only with nylon thread. Packaging material must not be made of plant material.

Singapore—Neither IP nor PC is required. PCs can be provided as a courtesy.

Taiwan—Trees and branches of *Abies* spp. and *Pseudotsuga menziesii* are prohibited. An Import Permit must be presented prior to certification. Trees and branches of *Pinus* spp. must be inspected and found free of *Burcehpelenchus xylophilus* and *Monchamus alternatus*, or treated with an appropriate nematicide.

The Philippines—Federal phytosanitary certificate and import permit required. Trees and containers must be free of soil.

Venezuela—Federal phytosanitary certificate and import permit required. Trees and containers must be free of soil. Phytosanitary certificate must include declaration that the trees are non-GMO. Do not certify unless IP is present. Shipments infested with pests not known to occur in Venezuela may be reexported or incinerated. Other infested shipments may be resorted and reinspected or treated. Requests for sorting and treatment must be made within 5 days after the first inspection; for incineration, within 2 days; and for reexport, within 10 days. All costs will be borne by the interested person.

All other foreign countries:

1. Phytosanitary certificate required.
2. The foreign importer (buyer) should obtain a plant import permit from the ministry or department of agriculture of the importing country.
3. Christmas tree growers may wish to contact the importing country's nearest consulate office in the United States for agricultural inspection and customs requirements.

For a specific country's shipping requirements, contact the Oregon Department of Agriculture, Salem, 503-986-4644, or USDA-APHIS, Portland, 503-326-2814.

Additional information: See also the Exotic Phytophagous Snail Compliance Agreement and Shaking Compliance Agreement.

Holiday Wreaths and Cut Greens

Most states, including Oregon, do not regulate cut flowers, cut branches and products produced from them such as wreaths, garlands, door/swags and bulk branches and boughs. Even though wreaths and cut boughs are not regulated, most states have the authority to inspect packages containing plant products.

As the Christmas holiday season approaches for the shipping of bulk and finished Christmas greens, the following information may assist the delivery of your product to your customers in other states. The State of California's labeling requirements are the most restrictive, therefore if your labels comply with the California requirements, the labels meet the requirement of all other states.



For **bulk shipments** of greens or finished wreaths your invoice or bill of lading must include the following information:

- 1) Your company's name and address,
- 2) Statement of origin such as: "Manufactured in Marion County,"
- 3) The name and address of the consignee, and
- 4) An itemized list of the products included in the consignment.

For **direct market sales**, your mailing or shipping label must include:

- 1) Your company's name and address,
- 2) Statement of origin such as: "Manufactured in Marion County,"
- 3) The name and address of the consignee, and
- 4) A statement of contents: such as "one holiday wreath"

Mailing/shipping labels that do not include this information are generally held for inspection by agriculture officials. The shipping carton is opened and inspected to assure compliance with pest cleanliness regulations.

Note: Pine boughs and cones in manufactured wreaths are exempt from California's European Pine Shoot Moth and Cereal Leaf Beetle Quarantines and will not require origin or treatment certificates to ship into California.

SHIPPING CUT BRANCHES AND FOLIAGE TO FOREIGN COUNTRIES

Shipments of holiday greens to customers in foreign countries must be accompanied by a phytosanitary certificate. Contact the Oregon Department of Agriculture at (503) 986-4644 to arrange for inspection and certification.



Christmas Tree Shaking & Treatment COMPLIANCE AGREEMENT

The Oregon Department of Agriculture is required to certify that all Christmas trees shipped to Mexico, Hawaii, or Guam have been mechanically shaken. In addition, trees shipped to Mexico and Guam are required to be treated with an approved insecticide prior to shipment. All growers shipping Christmas trees to Mexico, Hawaii, or Guam must complete this compliance agreement as part of the certification process.

Business Name: _____ License #: _____

Address: _____

City: _____ State: _____ Zip: _____ County: _____

Telephone: _____

The grower agrees to the following conditions for all Christmas trees shipped to Mexico, Hawaii, or Guam:

Prior to contacting ODA horticulturists for field inspections, growers should scout their fields for signs and symptoms of Douglas-fir weevil and other quarantine pests. Please notify the inspector in your area as to the scouting results.

SHAKING (MEXICO, HAWAII, GUAM)

- To ship only Christmas trees inspected and certified by the Oregon Department of Agriculture (ODA).
- Prior to bailing, each unbound tree shall be mechanically shaken for a period of time sufficient to dislodge any “hitch-hiking” insects or other contaminants, and/or until most of the dead needles fall off. Trees going to Mexico and Guam are required to be shaken for a minimum of 15 seconds at 700 revolutions per minute.
- To load trees onto the truck as soon as possible after shaking in order to prevent reinfestations by insects such as yellow jackets, weevils, slugs, snails, etc. If trees must be stored after shaking and before loading, they should be placed on a surface other than bare ground (concrete, plastic sheeting, etc.) and covered with netting to prevent reinfestation.



**OREGON
DEPARTMENT OF
AGRICULTURE**

Nursery & Christmas Tree Program

635 Capitol St. NE

Salem, OR 97301-2532

503.986.4644 | oda.direct/Nursery

TREATMENT (MEXICO ONLY)

- To treat trees 3 to 6 weeks prior to harvest with an approved insecticide. Mexico has approved the following insecticide (active ingredient): Esfenvalerate - 8.4%, Bifenthrin - 7.9%, or Permethrin - 36.8%.
- To maintain and make available to ODA personnel upon request, records indicating the date of treatment and the active ingredient used. These records could include sales receipts for the purchase of the insecticides or invoices supplied by the commercial pesticide applicator.

Non-compliance with the requirements stated herein may result in suspension or revocation of certification to ship Christmas trees to Mexico, Hawaii, or Guam. Otherwise, this agreement shall remain in force until revoked by either the Oregon Department of Agriculture or by expirations (see below).

Grower's signature: _____ Date: _____

Expiration Date: December 31, 2022

PLEASE RETURN TO

By mail: Kara Mills
Oregon Department of Agriculture
Attn: Nursery & Christmas Tree Program
635 Capitol St. NE, Salem, OR 97301-2532

By E-mail: kara.mills@oda.oregon.gov



Christmas Tree Inspection and Certification REQUEST FORM

Please complete and return this form as soon as possible. Your cooperation will ensure we can serve you in a timely manner and prevent shipping delays. Thank You.

Business Name: _____ License #: _____

SHIPPING PERMITS/CERTIFICATES- NEW

We provide shipping permits, certifying that trees have been inspected and found free of injurious pests and diseases of concern. The permits are now being issued electronically as a PDF that will be emailed to you by your ODA inspector. You may print/copy this permit to include in your shipments just as you would the stickers that have been issued previously.

Should you wish to receive the booklet (50 stickers per booklet) for the type of certificates you need, please contact your ODA inspector to request.

Type of certification:

- Christmas Tree Shipping Permits
- Brown Garden Snail Certificates
 - Required for Christmas tree shipments to: AL, AR, FL, MS, NC, TN
- European Pine Shoot Moth Certificates
 - Required for shipping pine Christmas trees to California. Only pines from fields that have a negative trapping history for pine shoot moth are eligible.

EXPORTING CHRISTMAS TREES

Christmas trees shipped out of the continental United States usually require an inspection and phytosanitary certification prior to shipping, and may also require a pre-harvest field inspection. If you plan to export Christmas trees to Mexico, Hawaii, Japan, Puerto Rico, or other foreign destinations, please complete the section on the following page:



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Salem, OR 97301-2532

503.986.4644 | oda.direct/Nursery

Country or Area of Destination

Approximate Number of Loads

Please list the field location(s) where the trees for export are being grown (use a separate sheet if necessary). Indicate the approximate acreage of the field, the types of trees (Nobles, Grands, Douglas, pine, etc.) and include aerial photos, maps, addresses, and other references as needed.

PLEASE RETURN TO

By mail:

Kara Mills
Oregon Department of Agriculture
Attn: Nursery & Christmas Tree Program
635 Capitol St. NE, Salem, OR 97301-2532

By E-mail: kara.mills@oda.oregon.gov



Exotic Phytophagous Snail REQUEST FOR CERTIFICATION

Please complete and return this form as soon as possible. Your cooperation will ensure we can serve you in a timely manner and prevent shipping delays. Thank You.

The Oregon Department of Agriculture is required to certify that all Christmas trees shipped to the states listed below have been visually inspected and certified by an ODA official to be free of brown garden snail (*Cornu asperum*). Each of these states holds a quarantine against brown garden snail. All growers shipping Christmas trees to the following states must complete this compliance agreement as part of the certification process:

Alabama, Arkansas, Florida, Mississippi, North Carolina, and Tennessee

Shipments to North Carolina require a pre-notification to be sent to: Joy.Goforth@ncagr.gov. Please include copies of shipping certificates and invoices.

Business Name: _____ License #: _____

Please indicate the state(s) listed below you will ship Christmas trees to:

- | | Estimate Number of Loads |
|--------------------------------------|--------------------------|
| <input type="radio"/> Alabama | _____ |
| <input type="radio"/> Arizona | _____ |
| <input type="radio"/> Florida | _____ |
| <input type="radio"/> Mississippi | _____ |
| <input type="radio"/> North Carolina | _____ |
| <input type="radio"/> Tennessee | _____ |
| <input type="radio"/> Virginia | _____ |

Grower's signature: _____ Date: _____

Expiration Date: December 31, 2022



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503.986.4644 | oda.direct/Nursery

PLEASE RETURN TO:

By mail:

Kara Mills
Oregon Department of Agriculture
Attn: Nursery & Christmas Tree Program
635 Capitol St. NE, Salem, OR 97301-2532

By E-mail: kara.mills@oda.oregon.gov

Getting Familiar with PCIT

WHAT IS PCIT?

PCIT is an acronym for Phytosanitary Certification Issuance and Tracking, a web-based system administered by the United States Department of Agriculture, Animal Plant Health Inspection Service (USDA-APHIS).

WHAT IS PCIT USED FOR?

PCIT is used to issue, store and track electronic copies of State and Federal export certificates, including phytosanitary certificates (PCs). Exporters will continue to receive original paper certificates.

WHO IS REQUIRED TO USE PCIT?

All exporters of Christmas trees and other commodities are required to use the PCIT system to submit requests for State and Federal phytosanitary certificates and other export certificates.

WHERE DO I BEGIN?

To use PCIT, you must first establish a USDA eAuthentication account. You can find instructions for creating a new account on the PCIT website at <https://pcit.aphis.usda.gov/pcit/>. Follow the directions on the sign-up menu for level one access. If you need assistance setting up your account, contact the PCIT help desk at pcithelpdesk@aphis.usda.gov or 1-888-457-7248.

HOW DO I USE PCIT?

Once you have established an eAuthentication account, you may use PCIT to create and submit applications for PCs. Log on to PCIT and follow the instructions under "Industry Users Quick Reference Guide." For assistance, contact the PCIT help desk, James Chin at ODA Plant Division office at 503-986-4640, or your ODA Christmas tree inspector.

WHAT TYPE OF CERTIFICATES DO I NEED?

When required, Federal PCs are used for certifying exports to countries and non-U.S. territories outside the United States. State of Oregon PCs may be needed for certain states, such as Hawaii, or U.S. territories such as Puerto Rico or Guam.

HOW MUCH DO THE PCS COST AND HOW DO I PAY FOR THEM?

The fee is \$31 each for Federal phytosanitary certificates and \$25 each for State of Oregon PCs. Before your request for certificates can be processed, you must transfer the appropriate amount of funds into a financial management account in PCIT. To do so, log on to PCIT and follow the instructions in the Industry Users Quick Reference Guide under "Adding Funds to an Organization's

Account in PCIT." The "Financial Management" link in PCIT may also be used to review financial transactions. Please note a different rate of \$60/ hr will be used for entities that are not licensed with the Oregon Department of Agriculture.

Resources for Christmas Tree Growers

The Oregon State University Extension publications named below are valuable resources for Christmas tree growers. Both are available in English and Spanish, and are designed for field use with weather resistant paper.

IDENTIFYING AND MANAGING CHRISTMAS TREE DISEASES, PESTS AND OTHER PROBLEMS (PNW 659)

Costs \$33.00. Describes the 33 most common problems growers may encounter from diseases, insects, disorders and a wide variety of damages-chemical, weather, animals and mechanical. The guidebook is organized around problem signs and symptoms, hints on where and how to look, your management options with calendars and many photos. The guide is available for order at:

<http://extension.oregonstate.edu/catalog/abstract.php?seriesno=pnw+659>

BEST MANAGEMENT PRACTICES FOR TREE EXPORT

Cost is \$22.50. Successfully harvesting and shipping Christmas trees is the lifeblood of our industry. Part of that success involves knowing how to produce and export trees that meet and, hopefully, surpass the pest or phytosanitary requirements of the state or country where they will be sold. (EM9093). The guide is available for order at: <https://catalog.extension.oregonstate.edu/em9093>

The guide focuses on the most commonly intercepted insect pests on export shipments from Oregon. These include slugs, Douglas-fir needle midge, yellow jackets, root weevils and Douglas-fir twig weevil. For each pest, information is given relating to biology, how to best scout and monitor, management options, as well as calendars to help with timing of these actions throughout the year in the field.

Useful Websites

OREGON DEPARTMENT OF AGRICULTURE

Nursery& Christmas Tree Program www.oregon.gov/ODA/programs/NurseryChristmasTree

Pesticide Program www.oregon.gov/ODA/programs/Pesticides

OREGON STATE UNIVERSITY

OSU Extension Services

<http://extension.oregonstate.edu>

Oregon State University Extension Catalog Page (Publications for Christmas Tree growers)

catalog.extension.oregonstate.edu

('out of stock' publications are viewable)

WASHINGTON STATE DEPARTMENT OF AGRICULTURE

Christmas tree grower licensing

<https://agr.wa.gov/services/licenses-permits-and-certificates/plant-permits-and-certification-programs/christmas-trees>

PACIFIC NORTHWEST CHRISTMAS TREE ASSOCIATION

PNW Christmas Tree Association Home Page

www.nwchristmastrees.org

Developing a Sustainability Plan for Your Christmas Tree Farm

www.pnwcta.org/serf/SERFCertifiersGuide.pdf