

THE RULES FOR SENDING WHEAT SEED TO TURKEY

IMPORTANT NOTE

Please see the page 6 of this file for countries AFGHANISTAN, INDIA, IRAQ, MEXICA, NEPAL, PAKISTAN AND UNITED STATES OF AMERICA

For International Winter Wheat Improvement Program (IWWIP)

IWWIP encourages the cooperators to send the winter wheat germplasm for testing in Turkey and incorporation into IWWIP International Nurseries (FAWWON and IWWIT). The number of lines per program is limited to maximum of 5-10 per year. The amount of seed per entry is 500 gr which allows to include the entries into International Nurseries the following year. IWWIP reserves the rights to decline inclusion of the entries into International Nurseries based on agronomic performance. The Plant Variety Protection of the material submitted to IWWIP will follow common international agreements and regulations.

In order to prevent the delays in customs as well as "returned to sender" positions, we would like to draw your attention to the Seed Import Instructions of the Customs and Quarantine Office. The procedure is two-step:

1. The cooperator wishing to send the seed shall inform IWWIP about this intention through two documents (Proforma Invoice and the List of Germplasm). Based on these documents IWWIP will obtain the import permit and will advice the cooperator to send the seed.
2. The cooperator sends the seed to IWWIP with three original documents in the seed box: Invoice, Phytosanitary Certificate and the List of Germplasm.

The details of the documents needed for each step are below:

FIRST STEP; TWO DOCUMENTS NEEDED FROM COOPERATOR TO OBTAIN THE SEED IMPORT PERMIT FOR TURKEY BY IWWIP.

A) Non-commercial invoice (Pro-forma Invoice) original should be sent to CIMMYT-ICARDA Office (In ENGLISH OR ORIGINAL, if English is not possible, PLEASE, place the English phrases with hand writing on the original). The Pro-forma Invoice should be prepared according to the guidelines below:

- The invoice must be on the institutions letterhead page signed and stamped by the authority.
- The Date and the Invoice number must be clearly defined.
- The total weight should be clearly indicated in the following manner: 45,500 kg. (Forty-five kilo five-hundred grams) as Turkey uses comma for the weight scales.
- Please indicate the value of the seeds not more than 2.00 USD.
- The phrase " WE DECLARE HEREBY THAT THESE SEED SAMPLES ARE FREE FROM ALL TYPES OF DISEASES AND NOT TRANSGENIC" must be written on the pro-forma invoice.
- Please indicate the country of origin of the seed.
- **The templates of Pro-Forma Invoice and the List of Germplasm are below in this file.**

B) List of Germplasm indicating each variety or breeding line.

The Pro-forma Invoice and the List of Germplasm should be sent either by fax (+90 – 312 – 327 0798) or scanned copy attached an e-mail to the attention of cimmyt-turkey@cgiar.org and icarda-turkey@cgiar.org

SECOND STEP: IWWIP SENDS THE COOPERATOR THE MESSAGE INDICATING THAT THE SEED IMPORT PERMIT WAS OBTAINED. AFTER THIS THE COOPERATOR CAN SEND THE SEED WITH THREE ORIGINAL DOCUMENTS ACCOMPANYING THE SEED

1. The original INVOICE which is exactly the same as Proforma Invoice but named Invoice(**simply delete “Proforma Invoice” words and write “INVOICE”**)
2. The original of the Phytosanitary Certificate
3. The same List of Germplasm.

PLEASE PLACE THE ORIGINAL COPY OF **INVOICE, CERTIFICATE AND THE LIST OF GERMPLOASM** IN THE SEED SHIPMENT SACK/BOX/CARTOON.

We would prefer that the seeds are sent to our postal address by regular air mail services which makes the custom clearance procedures easier for us. The postal address is:

CIMMYT-ICARDA Turkey
IWWIP
P.K.39 Emek
06511 Ankara
Turkey

The seed can be also sent by any courier company to the following address:

CIMMYT –ICARDA TURKEY

Sehit Cem Ersever Caddesi

No: 9 / 11 Tarla Bitkileri Arastırma Enstitüsü 06170

YENİMAHALLE / ANKARA TURKEY

TELEPHONE LINES

+90 312 344 8777

+90 312 327 1631

+90 312 327 0798 – Fax

Please inform us about the seed shipment in advance so that we can follow up.

Thanking you in advance for your kind cooperation.

With best regards,

CIMMYT – ICARDA Turkey Offices

PLEASE USE INSTITUTION LETTERHEAD

Date :

CIMMYT-ICARDA Turkey
IWWIP
P.K.39 Emek
06511 Ankara
Turkey

Invoice No :

PRO-FORMA INVOICE (NON-COMMERCIAL INVOICE)

QUANTITY	DESCRIPTION	WEIGHT	ESTIMATED PRICE
1 Box	Wheat seed (Triticum aestivum)	3,5 Kg (three kg and five hundred grams)	1.00 USD
		TOTAL 3,5 kg.	1.00 USD

As mentioned above, **1 box(es)** containing experimental wheat seed were donated for research purposes without commercial value. The estimated value is **1.00 USD** “for customs purposes only”. We declare hereby that these seed samples are free from all types of diseases and not transgenic.

Country of Origin:

NAME
Signature and stamp

Institution address, phone and e-mail.

The List of Germplasm Submitted to IWWIP

Country _____

Institution _____

Entry #	Name of variety or line	Pedigree	Selection History	Status (released variety, new variety, breeding line)	Amount of seed, gr	Notes (any characteristic of the germplasm)
1						
2						
3						
4						
5						

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For International Winter Wheat Improvement Program (IWWIP)

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In order to prevent the delays in customs as well as "returned to sender" positions, we would like to draw your attention to the Seed Import Instructions of the Customs and Quarantine Office. The procedure is two-step:

3. The cooperator wishing to send the seed shall inform IWWIP about this intention through two documents (Proforma Invoice and the List of Germplasm). Based on these documents IWWIP will obtain the import permit and will advise the cooperator to send the seed.
4. The cooperator sends the seed to IWWIP with three original documents in the seed box: Invoice, Phytosanitary Certificate and the List of Germplasm.

The details of the documents needed for each step are below:

FIRST STEP; TWO DOCUMENTS NEEDED FROM COOPERATOR TO OBTAIN THE SEED IMPORT PERMIT FOR TURKEY BY IWWIP.

A) Non-commercial invoice (Pro-forma Invoice) original should be sent to CIMMYT-ICARDA Office (In ENGLISH OR ORIGINAL, if English is not possible, PLEASE, place the English phrases with hand writing on the original) either by fax or e-mail attach the scanned copies. The Pro-forma Invoice should be prepared according to the guidelines below:

- The invoice must be on the institutions letterhead page signed and stamped by the authority.
- The Date and the Invoice number must be clearly defined.
- The total weight should be clearly indicated in the following manner: 45,500 kg. (Forty-five kilo five-hundred grams) as Turkey uses comma for the weight scales.
- Please indicate the value of the seeds not more than 2.00 USD.
- The phrase " WE DECLARE HEREBY THAT THESE SEED SAMPLES ARE FREE FROM ALL TYPES OF DISEASES AND NOT TRANSGENIC" must be written on the pro-forma invoice.
- Please indicate the country of origin of the seed.
- **The templates of Pro-Forma Invoice and the List of Germplasm are below in this file.**

B) List of Germplasm indicating each variety or breeding line.

The Pro-forma Invoice and the List of Germplasm should be sent either by fax (+90 – 312 – 327 0798) or scanned copy attached an e-mail to the attention of cimmyt-turkey@cgiar.org and icarda-turkey@cgiar.org

SECOND STEP: IWVIP SENDS THE COOPERATOR THE MESSAGE INDICATING THAT THE SEED IMPORT PERMIT WAS OBTAINED. AFTER THIS THE COOPERATOR CAN SEND THE SEED WITH THREE ORIGINAL DOCUMENTS ACCOMPANYING THE SEED

4. The original INVOICE which is exactly the same as Proforma Invoice but named Invoice(**simply delete “Proforma Invoice” words and write “INVOICE”**)
5. The original of the Phytosanitary Certificate – In the Phytosanitary certificate one of the below statements should be stated
 - **“The seeds are planted in the areas of where there is no Tilletia Indica is observed” and the names of the regions/areas where the seeds are planted should be written on the certificate.**

OR

- **“there has been no sign of Tilletia Indica observed during the last production and the samples before the harvest and shipment are tested and found to be free from Tilletia Indica”. Please indicate the words definitely in your certificate that “seeds are tested and found to be free from Tilletia Indica”.**
6. Please prepare samples besides your actual shipment in to each boxes. The sample seeds will be used by Plant Protection Directorate for analyzing to get the permission of entering the seeds into country. For this analyzing we request you to prepare 5 gr weight sample envelopes of each line / variety and put them into the same box of the original lines are placed. Please clearly indicate the sample seed envelopes as “ SAMPLE SEEDS”. In your shipment please consider the extra weight that sample seeds can take and prepare your documents accordingly.
7. The same List of Germplasm.

PLEASE PLACE THE ORIGINAL COPY OF INVOICE, CERTIFICATE, THE LIST OF GERMPLASM and SAMPLE SEEDS IN THE SEED SHIPMENT SACK/BOX/CARTOON.

We would prefer that the seeds are sent to our postal address by regular air mail services which makes the custom clearance procedures easier for us. But if your postal system is not fully trustable or doesn't allow you send the required amount of seed with their system, the seed can be also sent by any private courier company. The postal address for the shipment is:

CIMMYT –ICARDA TURKEY

Sehit Cem Ersever Caddesi No: 9 / 11

Tarla Bitkileri Arastırma Enstitüsü Kampus Ici

06170

YENİMAHALLE / ANKARA TURKEY

TELEPHONE LINES

+90 312 344 8777

+90 312 327 1631

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Please inform us about the seed shipment in advance so that we can follow up.

Thanking you in advance for your kind cooperation.

With best regards,

CIMMYT – ICARDA Turkey Offices

PLEASE USE INSTITUTION LETTERHEAD

Date :

CIMMYT –ICARDA TURKEY

Sehit Cem Ersever Caddesi No: 9 / 11

Tarla Bitkileri Arastırma Enstitüsü Kampus Ici

06170

YENİMAHALLE / ANKARA TURKEY

Invoice No :

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